



Morton College

Regular Meeting

Wednesday, June 26, 2019 11:00 AM



MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Agenda for the Regular Meeting

Wednesday, June 26, 2019

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 Wednesday, June 26, 2019, in the Morton College Board Room (221B) of Building B located at 3801 S. Central Avenue, Cicero, Illinois.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen Comments
5. Recognition
 5. 1. ICCTA Annual Awards Banquet, June 7, 2019
 5. 2. 2019 Skyway Annual Awards
 5. 2. 1. Aaron Rolle - Illinois Skyway Male Sport Coach of the Year
 5. 2. 2. Wayne Wente - Illinois Skyway Athletic Hall of Fame
 5. 2. 3. Laura Macias - Illinois Skyway Athletic Hall of Fame
 5. 3. Eddie Tavaréz - Drafted by Milwaukee Brewers in 21st round, pick 643
6. Reports
 6. 1. ICCTA/ACCT
 6. 2. Student Member-Edwin Leon 7
 6. 3. Community Facilities Usage Report - Information Only 9
 6. 4. Out of State Travel Report - Information Only 10
7. President's Report
 7. 1. Strategic Plan
 7. 2. Strategic Enrollment Plan

- 7. 3. Institutional Advancement
- 7. 4. Fitness Center
- 7. 5. Capital Improvements
- 7. 6. Higher Learning Commission (HLC)
- 7. 7. Bookstore Management Partnership
- 7. 8. Finance Review
- 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 and Ratification of Accounts Payable and Payroll in the amount of \$2,707,853.00 and Budget Transfers in the amount of \$79,970.00 for the month of May 2019, as submitted. 11
 - 8. 3. Approval of the Monthly Budget Report-for fiscal year to date ending in May 2019 to be received and filed for Audit 71
 - 8. 4. Approval of the Treasurer's Report - May 2019 to be received and filed for Audit 86
 - 8. 5. Approval of the fy20 Tentative Budget 89
 - 8. 6. Approval of facility usage for Mac Irvin Lady Fire 121
 - 8. 7. Approval of the Continued Membership in the Illinois Consortium for International Studies and Programs (ICISP) for fy20 at a cost of \$750.00 129
 - 8. 8. Approval of the Institutional Membership in the National Junior College Athletic Association (NJCAA) for the Men's and Women's Athletic Teams in the total amount of \$8,157.00 for fy 2020, as submitted 131
 - 8. 9. Approval of the Institutional Membership in the National Alliance of Community and Technical Colleges (NACTC) for fy20 at a cost of \$2,000.00 133
 - 8. 10. Approval of a Institutional Membership with Association of Community College Trustees (ACCT) in the amount of \$4,573.00 for fy20, as submitted 134
 - 8. 11. Approval of the premium for liability insurance coverage from Illinois Community College Risk Management Consortium (ICCRMC) in the amount of \$235,087.00 for the fy20, as submitted 135
 - 8. 12. Approval of Out of State Travel for President, Dr. Stan Fields, to attend the 2019 American Association of Community Colleges, Presidents Academy Summer Institute in Atlanta, GA from July 13-16, 2019 with the approximate cost of \$2100.00.
 - 8. 13. Approval of the Out of State Travel for the Society of Hispanic Professional Engineers (SHPE) to attend the National Institute for Leadership Advancement in Phoenix, Arizona from July 31 – August 4, at an approximate cost of \$4,934.00 136
 - 8. 14. Approval of the Out of State Athletic Travel for Sally Delgado to attend the 2019 138

NCJAA Summer Eligibility Seminar in Charlotte, NC, from June 18-19, 2019, with the approximate cost of \$1,011.92	
8. 15. Approval of the Out of State Travel of Student Trustee Edwin Leon to attend the Association of Community College Trustees (ACCT), Governance Leadership Institute, August 8-10 in Washington, DC with the approximate cost of \$2000.00	
8. 16. First reading of Board Policy 5.3.1 - Bidding, for approval at the July 24, 2019 Board Meeting	139
8. 17. Approval to purchase and install three (3) Johnson Controls/York Custom Air Handling Units for building A and D under Sourcewell contract #030817-JHN at a cost not to exceed \$654,633.00, as submitted	140
8. 18. Approval of manufacturers warranty with Johnson Controls for the seven (7) roof top units. This extended warranty includes parts and labor including compressors at a cost not to exceed \$35,350.00	155
8. 19. Approval to submit the fy21 Resource Allocation Management Program (RAMP) to the Illinois Community Board, as submitted	162
8. 20. Approval of a resolution amending the May 6, 2003 settlement agreement and mutual release between Morton College and the Town of Cicero, as submitted	207
8. 21. Linda Caputi, Independent Consultant for Nursing in the amount not to exceed \$27,800.00	234
9. <u>Personnel Action Items</u>	
9. 1. Human Resource Reports-Information Only	
9. 1. 1. Resignation Report	
9. 1. 1. 1. William Jacklin, Athletic Director, effective 6/30/19	258
9. 2. Approval of job descriptions	
9. 2. 1. Enterprise Systems Administrator, as submitted.	264
9. 2. 2. Administrative Assistant - Institutional Advancement, as submitted	267
9. 2. 3. Director of Development and Alumni Relations, as submitted	270
9. 2. 4. Fitness Center Manager, as submitted	274
9. 3. Approval of Revised Job Descriptions	
9. 3. 1. Director of Community and Continuing Education, as submitted	278
9. 3. 2. Director of Corporate Education	281
9. 3. 3. Skills for Daily Living Program Coordinator, as submitted.	284
9. 4. Approval of the Full-Time Employment Report	
9. 4. 1. Mary Jo Buongiorno, Part-Time to Full-Time Skills for Daily Living Program Coordinator, \$60,255.00, effective 6/26/19	
9. 4. 2. Alicia Cardona, Nursing Faculty, \$62,686.00, effective 8/5/19	
9. 4. 3. Laurie Cashman, Dean of Adult Careers & Technical Education, \$105,000.00, effective 6/10/19	
9. 4. 4. Carissa Davis, Director of Financial Aid, \$84,000.00, effective 6/17/19	

9. 4. 5. Evelyn Jaquez, Health Careers Recruitment Specialist, \$49,115.00, effective 7/8/19

9. 4. 6. Carolyn Markel, Retention Specialist Nursing to Retention Specialist Nursing/PTA, \$65,165.00, effective 7/1/19

9. 5. Closed Session

9. 5. 1. Approval to adjourn to Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to 5 ILCS 120/2(c)(1), and the setting of a price for the sale or lease of property owned by the public body, pursuant to 5 ILCS 120/2(c)(7).

9. 6. Approval of the Employment Agreements effective July 1, 2019

9. 6. 1. Maria Anderson, Executive Assistant to the President / Clerk of the Board, 286
\$85,235.00

9. 6. 2. Melissa Ridyard, Executive Assistant to the Vice President of Administrative 297
Services, \$65,900.00

9. 6. 3. Liliana Raygoza, Executive Assistant to the Assistant Provost, \$48,000.00 308

9. 6. 4. Ana Valdez, Executive Assistant to the Provost, \$50,000.00 319

9. 6. 5. Frank Marzullo, Vice President of Administrative Services, \$182,310.00 330

9. 6. 6. Keith McLaughlin, Provost, \$191,692.00 343

9. 6. 7. Mireya Perez, Chief Financial Officer/Treasurer, \$126,199.00 355

9. 6. 8. Lydia Falbo, Dean of Nursing & Health Sciences, \$115,953.00 367

9. 6. 9. Marlena Avalos-Thompson, Associate Dean of Academic Services, 378
\$86,682.00

9. 6. 10. Blanca Jara, Executive Director of Institutional Advancement, \$85,000.00 389

9. 6. 11. Joseph Belcaster, Registrar, \$75,000.00 400

9. 6. 12. Magda Banda, Director of Institutional Research, \$88,462.00 411

9. 6. 13. Michael Brown, Associate Dean of Student Services, \$76,500.00 422

9. 6. 14. Laurie Cashman, Dean of Adult and Career Technical Education, 434
\$105,000.00

9. 6. 15. Micheal Kott, Associate Dean Learning Resource Center, \$97,793.00 445

9. 6. 16. Derek Shouba, Associate Provost, \$118,460.00 456

9. 6. 17. Claudia Mosqueda, Associate Dean of Adult Ed & CTE, \$80,000.00 467

9. 6. 18. Ronald Lullo, Director of Human Resources/Title IX Coordinator, \$99,000.00 478

9. 6. 19. Suzanna Raigoza, Senior Accountant, \$72,100.00 489

9. 6. 20. Erika Tejeda, Director of Grants & Compliance, \$74,263.00 500

9. 6. 21. Vanessa Parrish, Director of Corporation, Community & Continuing 511

Education, \$74,900.00

9. 6. 22. Wendy Vega-Huezo, Associate Director of Human Resources, \$78,868.00	522
9. 6. 23. Ruben Ruiz, Chief Information Officer, \$131,552.00	533
9. 6. 24. Marisol Velazquez, Dean of Student Services, \$114,638.00	544
9. 6. 25. Gabriela Mata, Director of Student Activities, 57,000.00	555
9. 7. Approval of the compensation report for Adjunct Faculty Members teaching English 101, 102, 086, 071, 076, 151, and 152 for Spring Semester 2019 in the amount of \$6,861.01, as submitted	566
9. 8. Approval of the addendum to the Adjunct Faculty Assignment/Employment Report for Spring Semester 2019 in the amount of \$17,838.90 as submitted, pending additional class cancellations and/or additions	568
9. 9. Approval of the Adjunct Consultation Stipend for Spring 2019 in the amount of \$9,014.48, as submitted	680
9. 10. Approval of the Morton College fy20 Organizational Chart, effective July 1, 2019, as submitted	702
10. <u>Adjournment</u>	

Student Member of the Board of Trustee Report:

Public Relations and Community Outreach

PAV YMCA Seniors Resource Event

June 6th – 2019

On June 6th from 8:30AM to 2:00PM the PAV YMCA hosted a Senior Citizen Event on The College provided flyers for classes open to the general public as well as informing the seniors about our various programs that are happening right now. Hope 5k, and Steamers.

ICCTA – Student Trustee Activity

ICCTA Award Ceremony

June 7th – 2019

The ceremony recognized the trustees, student trustees, staff, faculty, adjunct, and student who have excelled in their public service. There were many incredible people whom were honored at that event the one that stood out the most was Joshua Rodriguez from Oakton Community College. He was a past student employee at his college, and him as well as 200 other student employees came other to increase the wages they received as student workers.

Public Relations & Community Outreach

Berwyn Public Library

June 8th- 2019

- Booth at the Berwyn Public Library
- Raffling Morton Merchandise
- Information about S.T.E.A.Mers

Town of Cicero Cinco De Mayo Festival

May 4-5-2019

At the Cinco De Mayo event at Cicero Community Park there were many people enjoying the warm day, and the amazing food. There were many adults coming up to our booth asking about our S.T.E.A.Mers program. We also gave out catalogs to students coming from the District 99 and 201 booths as well as answering any questions they had about our school, college, and classes.

ICCB – Student Trustee Activity

Harper College Trustee Training

June 21st – 2019

On June 21st I will be attending Harper College to learn about being a Trustee. I met a Trustee of Harper College during the ICCTA event on June 7th, 2019 and they invited me to their training ceremony. I understand it's not mandatory for the student trustee, but I think it's important to learn how to properly represent the student body I was elected by.



COMMUNITY FACILITIES USAGE REPORT

Regular Meeting of the Morton College Board of Trustees

June 2019

(Per Board Policy #5.8)

<u>DATE(S)</u>	<u>ORGANIZATION</u>	<u>FACILITY</u>	<u>TIME</u>
6/1 & 6/2	Strive Dance	Theatre	12:00 pm – 6:00 pm
6/6	District 103 Edison School	Theatre & Lobby	5:30 pm – 8:30 pm
6/8	District 103 Toastmasters	Theatre, Café & 7 classrooms	7:00 am – 4:00 pm
6/15	District 103 Toastmasters	331C	9:00 am – 2:00 pm
6/17	Pilsen Wellness Center	Theatre & Lobby	10:30 am – 3:30 pm
6/1, 6/2, 6/4, 6/6, 6/8, 6/9, 6/11, 6/13, 6/15, 6/16, 6/18, 6/20, 6/22, 6/23, 6/25, 6/27, 6/29, & 6/30	Harper College Motorcycle Safety Program	333C & 331C & Parking Lot	8:00 am – 5:00 pm

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



TRAVEL REPORT

Regular Meeting of the Morton College Board of Trustees June 26, 2019

(Per Board Policy)

<u>NAME</u>	<u>DATE(S)</u>	<u>DESTINATION</u>	<u>PURPOSE</u>	<u>COST</u>
Tsonka Pencheva	11/20/19- 11/23/19	Nashville, TN	National Association for Educating Young Children 2019 Annual Conference	\$2,500
Audrey Styer	8/5/19-8/9/19	Las Vegas, NV	CompTIA Partner Summit	\$1,000
Gina Torres	7/29/19- 7/31/19	Indianapolis, IN	Mid West ACE Conference	\$900

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Anderson](#)
Subject: FW: Action Item 8.1 for 6/25/2019 Board Meeting
Date: Wednesday, June 12, 2019 2:05:54 PM
Attachments: [Board AS Totals 5-31-19.pdf](#)
[BT 5-31-19.pdf](#)
[Check Register 5.31.19.pdf](#)
[DelGaldo Inv 5.31.19.pdf](#)
[Over 10K MAY 2019.pdf](#)
[Payroll Register 5.15.19.pdf](#)
[Payroll Register 5.31.19.pdf](#)

Approved.

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

Morton College is on Summer schedule and is closed on Fridays through August 9

From: Suzanna Raigoza
Sent: Wednesday, June 12, 2019 1:43 PM
To: Mireya Perez <mireya.perez@morton.edu>
Subject: Action Item 8.1 for 6/25/2019 Board Meeting

Propose Action: THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF MAY 2019 IN THE AMOUNT OF \$2,707,853 AND BUDGET TRANSFERS IN THE AMOUNT OF \$79,970 AS SUBMITTED.

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

Attachments: Resolution, Accounts Payable and Payroll Records

Thank you,

Suzanna Raigoza
Senior Accountant

Morton College
3801 S Central Ave
Cicero, IL 60804
P: 708-656-8000 ext 2305
F: 708-656-3194

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.

BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of May, 2019 be approved and/or ratified in the amount of \$2,707,853 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	05/31/2019	848,993
Payroll	05/15/2019	717,635
Payroll	05/31/2019	630,123
Student Refunds	05/31/2019	<u>486,599</u>
		2,683,350

O&M Restricted Fund (03)

Cash Disbursements -		
Monthly	05/31/2019	<u>24,503</u>
TOTAL ALL FUNDS		<u><u>\$2,707,853</u></u>

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$79,970 be approved as outlined on the attached Journal No. 1-6 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 25th day of June by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.

Morton College				
Budget Transfers				
May 2019				
	GL Account	Description	Debit	Credit
1	01-3060-30116-550100020	Student Activities: Transportation		5,000
	01-2080-20112-530800000	Dean Career & Technology: Instr Serv Contracts	5,000	
2	01-3010-30104-540200000	Admissions & Records: Printing		18,000
	01-3020-30106-530900000	Counseling: Other Contract Services	18,000	
3	10-0000-95122-490000020	Nursing: Misc Revenue		800
	10-0000-95122-590900000	Nursing: Other Expenditures	800	
4	01-0000-00000-590400000	General: Financial Charges/Fees		15,000
	01-8030-80116-530900000	Community Relations: Other Contract Services	15,000	
5	01-1030-10148-550100005	Heating, Ventilation AC: Meeting Expense		1,500
	01-1030-10148-540200000	Heating, Ventilation AC: Printing		500
	01-1030-10148-540100200	Heating, Ventilation AC: Instr Supplies	2,000	
6	01-2020-20106-540400100	Educational Media: Audio/Visual		10,000
	01-2020-20106-550100005	Educational Media: Meeting Expense		1,000
	01-2090-20120-540100100	Duplication Center: Office Supplies		4,000
	01-2090-20120-550100005	Duplication Center: Meeting Expense		500
	01-8080-80134-530900015	Data Center: Training		7,529
	01-8080-80134-540200000	Data Center: Printing		7,500
	01-2090-20120-560200000	Duplication Center: Rental-Equipment		8,641
	01-8080-80134-530400000	Data Center: Maintenance Services	27,029	
	01-8080-80134-540100100	Data Center: Office Supplies	3,500	
	01-8080-80134-530900010	Data Center: Licensing Fees	8,641	
		Budger Transfers	79,970	79,970

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

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
0082526	05/03/19	Recon	0198904	Dominick Alesia	V0115268	04/28/19		100.00		100.00
								100.00		100.00
0082527	05/03/19	Outst	0188580	Jennifer E. Benitez	V0115493	05/01/19		50.00		50.00
								50.00		50.00
0082528	05/03/19	Recon	0198905	Brandon Boler	V0115269	04/28/19		100.00		100.00
								100.00		100.00
0082529	05/03/19	Recon	0192384	Ramiro Botello Jr	V0115495	05/01/19		175.00		175.00
								175.00		175.00
0082530	05/03/19	Recon	0198906	Gunner Bradley	V0115270	04/28/19		100.00		100.00
								100.00		100.00
0082531	05/03/19	Recon	0199260	Lee Catalano	V0115231	04/26/19		200.00		200.00
								200.00		200.00
0082532	05/03/19	Recon	0199370	James A. Cozzi	V0115233	04/26/19		200.00		200.00
								200.00		200.00
0082533	05/03/19	Recon	0199368	Lauren A. Davis	V0115286	04/29/19		1,000.00		1,000.00
								1,000.00		1,000.00
0082534	05/03/19	Recon	0195561	Dr. Nina L. Dulabaum	V0115282	04/29/19		295.00		295.00
								295.00		295.00
0082535	05/03/19	Recon	0198914	Elizabeth Erickson	V0115274	04/28/19		131.63		131.63
								131.63		131.63
0082536	05/03/19	Recon	0193664	Mr. Joseph Florio	V0115206	04/24/19		32.90		32.90
								32.90		32.90
0082537	05/03/19	Recon	0198903	Jordan Ford	V0115267	04/28/19		100.00		100.00
								100.00		100.00
0082538	05/03/19	Outst	0198254	Mrs. Catherine M. Galarz	V0115344	04/29/19		27.00		27.00
								27.00		27.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 2

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
0082539	05/03/19	Recon	0165443	Alyssa F. Galasso	V0113476	02/19/19		1,578.09		1,578.09
								1,578.09		1,578.09
0082540	05/03/19	Recon	0165443	Alyssa F. Galasso	V0115085	04/16/19		140.00		140.00
								140.00		140.00
0082541	05/03/19	Recon	0000879	Mrs. Sylvia Garza	V0116431	05/02/19		677.38		677.38
								677.38		677.38
0082542	05/03/19	Recon	0183161	Ms. Amara D. Kelikian	V0115221	04/25/19		192.50		192.50
								192.50		192.50
0082543	05/03/19	Recon	0023364	Nichole Melka	V0115494	05/01/19		255.00		255.00
								255.00		255.00
0082544	05/03/19	Recon	0199285	Elliott Michael	V0115287	04/29/19		265.50		265.50
								265.50		265.50
0082545	05/03/19	Recon	0192112	Ms. Irene V. Mulvey	V0115219	04/25/19		478.19		478.19
								478.19		478.19
0082546	05/03/19	Recon	0174697	Jasenia Navarro	V0115213	04/25/19		485.00		485.00
								485.00		485.00
0082547	05/03/19	Recon	0198909	James J. Pestano	V0115273	04/28/19		100.00		100.00
								100.00		100.00
0082548	05/03/19	Recon	0195558	Mr. Andrew E. Pulaski	V0115210	04/25/19		58.09		58.09
								58.09		58.09
0082549	05/03/19	Recon	0000848	Ms. Nicole M. Pullia	V0115307	04/29/19		41.74		41.74
								41.74		41.74
0082550	05/03/19	Void	0198912	Rachel Rauscher						
0082551	05/03/19	Recon	0180356	Jonathan Rojas	V0115489	05/01/19		100.00		100.00
								100.00		100.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 3

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
0082552	05/03/19	Recon	0192553	Mr. Charles M. Rose	V0115469	04/30/19		419.30		419.30
								419.30		419.30
0082553	05/03/19	Recon	0198910	Alexandria Saunders	V0115265	04/28/19		1,250.00		1,250.00
								1,250.00		1,250.00
0082554	05/03/19	Recon	0198907	Matthew Schufreider	V0115271	04/28/19		100.00		100.00
								100.00		100.00
0082555	05/03/19	Recon	0183752	Maria Y. Serrano	V0115208	04/24/19		650.00		650.00
								650.00		650.00
0082556	05/03/19	Recon	0000738	Ms Gina G. Torres	V0115410	04/30/19		33.02		33.02
								33.02		33.02
0082557	05/03/19	Recon	0112165	Jocalyn P. Velez	V0115491	05/01/19		75.00		75.00
								75.00		75.00
0082558	05/03/19	Recon	0000974	Verizon Wireless	V0115596	05/02/19		20.10		20.10
								20.10		20.10
0082559	05/03/19	Recon	0001327	Vision Service Plan	V0115252	04/26/19		1,702.13		1,702.13
								1,702.13		1,702.13
0082560	05/03/19	Recon	0198908	Carolyn Waldee	V0115272	04/28/19		100.00		100.00
								100.00		100.00
0082673	05/10/19	Outst	0199510	AALHE	V0116463	05/08/19		120.00		120.00
								120.00		120.00
0082674	05/10/19	Recon	0000973	AT&T	V0116470	05/08/19		702.72		702.72
								702.72		702.72
0082675	05/10/19	Recon	0192384	Ramiro Botello Jr	V0116481	05/08/19		225.00		225.00
								225.00		225.00
0082676	05/10/19	Recon	0199290	Jennifer Bradley	V0116456	05/06/19		288.00		288.00
								288.00		288.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 4

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
0082677	05/10/19	Recon	0000995	Bureau Water/Sewer Town	V0116464	05/08/19		1,225.88		1,225.88
					V0116465	05/08/19		1,528.03		1,528.03
					V0116466	05/08/19		191.34		191.34
					V0116467	05/08/19		191.34		191.34
					V0116468	05/08/19		191.34		191.34
					V0116469	05/08/19		191.34		191.34
								3,519.27		3,519.27
0082678	05/10/19	Recon	0190883	Ms. Sally Delgado	V0116435	05/06/19		30.00		30.00
					V0116436	05/06/19		250.00		250.00
					V0116437	05/06/19		120.00		120.00
					V0116438	05/06/19		330.60		330.60
					V0116439	05/06/19		231.00		231.00
					V0116440	05/06/19		213.50		213.50
					V0116455	05/06/19		177.48		177.48
								1,352.58		1,352.58
0082679	05/10/19	Recon	0195025	Mr. Jason R. Edgar	V0116429	05/02/19		94.60		94.60
								94.60		94.60
0082680	05/10/19	Recon	0024667	Mr. John P. Festa	V0116450	05/06/19		500.00		500.00
								500.00		500.00
0082681	05/10/19	Recon	0000724	Dr. Brian R. Gilligan	V0115340	04/29/19		50.00		50.00
					V0116432	05/03/19		175.00		175.00
								225.00		225.00
0082682	05/10/19	Recon	0170414	Carina Guerrero	V0115497	05/01/19		100.00		100.00
								100.00		100.00
0082683	05/10/19	Recon	0011159	Heartland Cmty Coll	V0116449	05/06/19		750.00		750.00
								750.00		750.00
0082684	05/10/19	Recon	0007969	ILASFAA	V0115512	05/01/19		50.00		50.00
								50.00		50.00
0082685	05/10/19	Recon	0194869	Mr. Bryant B. Manning	V0116447	05/06/19		500.00		500.00
								500.00		500.00
0082686	05/10/19	Recon	0190172	Ashanta N. Marshall	V0116426	05/02/19		1,620.00		1,620.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 5

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
								1,620.00		1,620.00
0082687	05/10/19	Recon	0043931	Salvador Martinez	V0116444	05/06/19		500.00		500.00
								500.00		500.00
0082688	05/10/19	Outst	0199286	Grace McDonell	V0116457	05/06/19		90.00		90.00
								90.00		90.00
0082689	05/10/19	Recon	0023364	Nichole Melka	V0116477	05/08/19		150.00		150.00
								150.00		150.00
0082690	05/10/19	Recon	0000769	Ms. Michele D. Mohr	V0115473	04/30/19		94.90		94.90
								94.90		94.90
0082691	05/10/19	Recon	0199309	Jason Nichols	V0116441	05/06/19		160.00		160.00
								160.00		160.00
0082692	05/10/19	Recon	0195021	Mrs. Gordana Ostojic	V0116445	05/06/19		500.00		500.00
								500.00		500.00
0082693	05/10/19	Recon	0000820	Ms. Tsonka I. Pencheva	V0116485	05/08/19		1,183.00		1,183.00
								1,183.00		1,183.00
0082694	05/10/19	Recon	0007939	Mr. Armando Perez	V0116646	05/09/19		212.02		212.02
								212.02		212.02
0082695	05/10/19	Recon	0001909	Reliance Standard Life I	V0116442	05/06/19		7,307.54		7,307.54
								7,307.54		7,307.54
0082696	05/10/19	Recon	0195019	Mr. David Roselund	V0116446	05/06/19		500.00		500.00
								500.00		500.00
0082697	05/10/19	Recon	0192448	Mr. Michael Schmidt	V0116451	05/06/19		500.00		500.00
								500.00		500.00
0082698	05/10/19	Recon	0194898	Nicholas J. Schwartz	V0116430	05/02/19		1,000.00		1,000.00
								1,000.00		1,000.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 6

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
0082699	05/10/19	Recon	0198095	Ms. Jenna Strawbridge	V0116462	05/08/19		150.00		150.00
								150.00		150.00
0082700	05/10/19	Recon	0159232	Mrs. Cristina Thelemaque	V0116448	05/06/19		500.00		500.00
								500.00		500.00
0082701	05/10/19	Recon	0001390	Unum Life Ins Co of Amer	V0116443	05/06/19		349.80		349.80
								349.80		349.80
0082702	05/10/19	Recon	0158682	Brenda Valdez	V0116522	05/08/19		34.50		34.50
								34.50		34.50
0082703	05/15/19	Recon	0001375	AXA Equitable Equi-Vest	V0116798	05/15/19		2,731.00		2,731.00
								2,731.00		2,731.00
0082704	05/15/19	Recon	0177469	Bright Start College Sav	V0116799	05/15/19		100.00		100.00
								100.00		100.00
0082705	05/15/19	Recon	0001422	CCCTU-Cope Fund	V0116800	05/15/19		150.00		150.00
								150.00		150.00
0082706	05/15/19	Recon	0001374	College & University Cre	V0116802	05/15/19		200.00		200.00
								200.00		200.00
0082707	05/15/19	Recon	0001371	Colonial Life & Accident	V0116803	05/15/19		12.00		12.00
								12.00		12.00
0082708	05/15/19	Recon	0191845	Metropolitan Alliance of	V0116804	05/15/19		329.00		329.00
								329.00		329.00
0082709	05/15/19	Outst	0101061	Morton College Faculty	V0116801	05/15/19		90.82		90.82
								90.82		90.82
0082710	05/15/19	Recon	0001372	Morton College Teachers	V0116806	05/15/19		1,634.21		1,634.21
								1,634.21		1,634.21
0082711	05/15/19	Recon	0001372	Morton College Teachers	V0116805	05/15/19		3,012.42		3,012.42
								3,012.42		3,012.42

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 7

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
0082712	05/15/19	Recon	0167128	Pioneer Credit Recovery,	V0116807	05/15/19		94.60		94.60
								94.60		94.60
0082713	05/15/19	Recon	0003255	PLS Financial Solutions	V0116808	05/15/19		293.09		293.09
								293.09		293.09
0082714	05/15/19	Recon	0001513	SEIU Local 73 Cope	V0116809	05/15/19		8.00		8.00
								8.00		8.00
0082715	05/15/19	Recon	0001373	Service Employees Intl U	V0116810	05/15/19		430.88		430.88
								430.88		430.88
0082716	05/15/19	Recon	0001563	State Disbursement Unit	V0116811	05/15/19		60.00		60.00
					V0116812	05/15/19		336.90		336.90
								396.90		396.90
0082717	05/15/19	Recon	0001161	State Univ Retirement Sy	V0116813	05/15/19		66,575.75		66,575.75
								66,575.75		66,575.75
0082718	05/15/19	Recon	0001370	TIAA-CREF	V0116814	05/15/19		4,434.34		4,434.34
								4,434.34		4,434.34
0082719	05/15/19	Recon	0154214	U.S. Department of Educa	V0116817	05/15/19		80.50		80.50
								80.50		80.50
0082720	05/15/19	Recon	0001376	VALIC	V0116815	05/15/19		2,036.17		2,036.17
								2,036.17		2,036.17
0082721	05/15/19	Recon	0179876	Voya Retirement Insuranc	V0116816	05/15/19		501.13		501.13
								501.13		501.13
0082722	05/15/19	Recon	0013221	4IMPRINT	V0116790	05/14/19	P0006989	3,562.42		3,562.42
					V0116882	05/15/19	P0007084	1,688.04		1,688.04
								5,250.46		5,250.46
0082723	05/15/19	Recon	0166304	A.W.E.S.O.M.E. Pest Serv	V0116772	05/14/19	B0002735	240.00		240.00
								240.00		240.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 8

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
0082724	05/15/19	Recon	0178238	Agera Energy	V0116868	05/15/19	P0007208	37,353.77		37,353.77
								37,353.77		37,353.77
0082725	05/15/19	Recon	0000962	Airgas North Central	V0116749	05/14/19	B0002582	103.76		103.76
								103.76		103.76
0082726	05/15/19	Recon	0000964	Alarm Detection Systems	V0116660	05/10/19	B0002502	394.99		394.99
					V0116661	05/10/19	B0002826	1,132.49		1,132.49
								1,527.48		1,527.48
0082727	05/15/19	Void	0002105	Alfred G Ronan Ltd			B0002826			
0082728	05/15/19	Recon	0175113	Algor Plumbing	V0116763	05/14/19	B0002793	3.04		3.04
								3.04		3.04
0082729	05/15/19	Recon	0188188	Amazon Capital Services	V0116696	05/13/19	B0002713	46.46		46.46
					V0116697	05/13/19	B0002751	31.47		31.47
					V0116698	05/13/19	B0002623	79.74		79.74
					V0116866	05/15/19	P0007198	150.00		150.00
								307.67		307.67
0082730	05/15/19	Recon	0000977	Apple, Inc.	V0116824	05/15/19	P0007078	11,190.00		11,190.00
								11,190.00		11,190.00
0082731	05/15/19	Recon	0001490	Arc One Electric	V0116672	05/13/19	B0002821	1,630.00		1,630.00
					V0116673	05/13/19	B0002821	1,930.00		1,930.00
					V0116674	05/13/19	B0002821	1,307.00		1,307.00
					V0116675	05/13/19	B0002821	460.00		460.00
								5,327.00		5,327.00
0082732	05/15/19	Recon	0001272	Batteries Plus LLC	V0116664	05/10/19	B0002822	257.85		257.85
					V0116665	05/10/19	B0002822	257.85-		-257.85
					V0116667	05/13/19	B0002822	192.77		192.77
								192.77		192.77
0082733	05/15/19	Recon	0001574	Baudville	V0116858	05/15/19	P0007146	1,321.66		1,321.66
					V0116892	05/15/19	P0007145	609.52		609.52
								1,931.18		1,931.18
0082734	05/15/19	Recon	0194510	Blades of Glory Inc	V0116670	05/13/19	B0002824	6,205.00		6,205.00
					V0116671	05/13/19	B0002824	2,550.00		2,550.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 9

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
								8,755.00		8,755.00
0082735	05/15/19	Outst	0199057	Boys Club of Cicero	V0116860	05/15/19	P0007137	240.00		240.00
								240.00		240.00
0082736	05/15/19	Recon	0166207	BSA	V0116694	05/13/19	B0002794	235.82		235.82
								235.82		235.82
0082737	05/15/19	Recon	0000998	Carolina Biological Supp	V0116725	05/14/19	P0007092	88.92		88.92
					V0116726	05/14/19	P0007139	253.09		253.09
								342.01		342.01
0082738	05/15/19	Recon	0001593	CDW-Government, Inc	V0116736	05/14/19	P0007131	308.26		308.26
					V0116751	05/14/19	B0002813	688.51		688.51
					V0116776	05/14/19	B0002813	175.78		-175.78
								820.99		820.99
0082739	05/15/19	Recon	0000961	Chicago Communication LL	V0116783	05/14/19	P0007116	1,558.00		1,558.00
								1,558.00		1,558.00
0082740	05/15/19	Recon	0199524	Choice Reviews	V0116838	05/15/19	P0007200	649.00		649.00
								649.00		649.00
0082741	05/15/19	Recon	0001195	Cintas Corporation	V0116797	05/15/19	B0002723	191.74		191.74
								191.74		191.74
0082742	05/15/19	Recon	0001752	Comcast	V0116689	05/13/19	B0002496	216.90		216.90
								216.90		216.90
0082743	05/15/19	Recon	0007811	Creavivity	V0116732	05/14/19	B0002714	3,500.00		3,500.00
								3,500.00		3,500.00
0082744	05/15/19	Recon	0175777	Crown Trophy	V0116853	05/15/19	P0007194	85.40		85.40
					V0116855	05/15/19	P0007195	85.40		85.40
								170.80		170.80
0082745	05/15/19	Outst	0001676	Del Galdo Law Group, LLC	V0116717	05/13/19	B0002540	13,074.00		13,074.00
								13,074.00		13,074.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 10

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
0082746	05/15/19	Recon	0001019	Demco Inc	V0116785	05/14/19	P0007130	50.27		50.27
								50.27		50.27
0082747	05/15/19	Recon	0001469	Diamond Graphics	V0116781	05/14/19	P0007171	410.00		410.00
								1,046.44		1,046.44
								255.00		255.00
								765.00		765.00
								125.00		125.00
								210.00		210.00
								290.00		290.00
								12,295.00		12,295.00
								735.00		735.00
								214.00		214.00
								387.00		387.00
								16,732.44		16,732.44
0082748	05/15/19	Recon	0000989	Dick Blick	V0116770	05/14/19	B0002730	69.89		69.89
								69.89		69.89
0082749	05/15/19	Recon	0169533	Digital Pix Composites	V0116891	05/15/19	P0007163	967.00		967.00
								967.00		967.00
0082750	05/15/19	Recon	0001240	Enterprise Rent-A-Car	V0116719	05/13/19	B0002750	194.57		194.57
								5,967.93		5,967.93
								6,162.50		6,162.50
0082751	05/15/19	Recon	0001029	Fed Ex	V0116729	05/14/19	B0002515	11.84		11.84
								11.36		11.36
								54.62		54.62
								51.12		51.12
								128.94		128.94
0082752	05/15/19	Recon	0199342	HALO Branded Solutions,	V0116861	05/15/19	P0007121	3,584.00		3,584.00
								3,584.00		3,584.00
0082753	05/15/19	Recon	0001058	Horizon Screen Print Inc	V0116835	05/15/19	P0007095	1,365.00		1,365.00
								1,365.00		1,365.00
0082754	05/15/19	Recon	0199446	Hurst Review Services	V0116789	05/14/19	P0007155	21,125.00		21,125.00
								21,125.00		21,125.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 11

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
0082755	05/15/19	Recon	0001076	Jack's Rental	V0116794	05/14/19	P0007152	203.58		203.58
					V0116825	05/15/19	P0007085	120.72		120.72
								324.30		324.30
0082756	05/15/19	Recon	0199417	Jaffe Inc	V0116856	05/15/19	P0007149	1,000.00		1,000.00
								1,000.00		1,000.00
0082757	05/15/19	Void	0001775	Jostens						
0082758	05/15/19	Recon	0001890	Konica Minolta Bus Solut	V0116656	05/10/19	B0002769	38.39-		-38.39
					V0116662	05/10/19	B0002769	81.63		81.63
					V0116663	05/10/19	B0002769	315.60		315.60
					V0116721	05/14/19	B0002769	19.76		19.76
					V0116728	05/14/19	B0002769	58.63		58.63
					V0116730	05/14/19	B0002769	5.04		5.04
					V0116733	05/14/19	B0002769	7.13		7.13
					V0116739	05/14/19	B0002769	40.03		40.03
					V0116740	05/14/19	B0002769	165.10		165.10
					V0116741	05/14/19	B0002769	24.12		24.12
					V0116742	05/14/19	B0002769	29.08		29.08
					V0116743	05/14/19	B0002769	65.71		65.71
					V0116744	05/14/19	B0002769	469.48		469.48
					V0116745	05/14/19	B0002769	272.50		272.50
					V0116746	05/14/19	B0002769	879.87		879.87
					V0116747	05/14/19	B0002769	54.90		54.90
					V0116748	05/14/19	B0002769	11.37		11.37
					V0116761	05/14/19	B0002769	3.79		3.79
								2,465.35		2,465.35
0082759	05/15/19	Recon	0002233	Konica Minolta Premier F	V0116655	05/10/19	B0002756	212.29		212.29
								212.29		212.29
0082760	05/15/19	Recon	0002233	Konica Minolta Premier F	V0116753	05/14/19	B0002756	140.00		140.00
								140.00		140.00
0082761	05/15/19	Recon	0002233	Konica Minolta Premier F	V0116762	05/14/19	B0002756	197.00		197.00
								197.00		197.00
0082762	05/15/19	Recon	0001559	Krueger International In	V0116784	05/14/19	P0007128	4,738.00		4,738.00
								4,738.00		4,738.00
0082763	05/15/19	Outst	0190958	Luniks Entertainment, In	V0116718	05/13/19	P0007118	400.00		400.00
								400.00		400.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 12

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
0082764	05/15/19	Recon	0001903	Marcus Promotions Inc	V0116826	05/15/19	P0007079	496.00		496.00
								496.00		496.00
0082765	05/15/19	Recon	0001763	Mecor, Inc.	V0116796	05/15/19	B0002790	686.15		686.15
								686.15		686.15
0082766	05/15/19	Recon	0001289	Menards	V0116756	05/14/19	B0002741	47.20		47.20
								47.20		47.20
0082767	05/15/19	Recon	0001093	MIDCO Inc	V0116683	05/13/19	B0002809	440.00		440.00
					V0116764	05/14/19	B0002809	80.00		80.00
								520.00		520.00
0082768	05/15/19	Recon	0001529	New Pocket Nurse	V0116787	05/14/19	P0007144	213.51		213.51
								213.51		213.51
0082769	05/15/19	Recon	0001113	New Readers Press	V0116881	05/15/19	P0007062	362.00		362.00
								362.00		362.00
0082770	05/15/19	Recon	0001118	NILRC	V0116823	05/15/19	P0007141	5,895.00		5,895.00
								5,895.00		5,895.00
0082771	05/15/19	Recon	0197982	NSLS	V0116889	05/15/19	P0007167	14.00		14.00
								14.00		14.00
0082772	05/15/19	Recon	0001121	O'Brien Cleaners	V0116703	05/13/19	B0002722	204.00		204.00
					V0116704	05/13/19	B0002820	96.00		96.00
								300.00		300.00
0082773	05/15/19	Outst	0002406	Paisans Pizza	V0116699	05/13/19	P0007158	258.75		258.75
					V0116700	05/13/19	P0007158	188.00		188.00
					V0116701	05/13/19	P0007162	515.00		515.00
					V0116702	05/13/19	P0007162	145.98		145.98
					V0116780	05/14/19	P0007203	244.66		244.66
					V0116791	05/14/19	P0007153	173.98		173.98
					V0116792	05/14/19	P0007153	572.50		572.50
					V0116793	05/14/19	P0007153	1,233.85		1,233.85
					V0116821	05/15/19	P0007151	132.74		132.74
					V0116836	05/15/19	P0007204	32.00		32.00
					V0116837	05/15/19	P0007204	65.00		65.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 13

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
					V0116867	05/15/19	P0007156	1,260.00		1,260.00
					V0116869	05/15/19	P0007218	130.96		130.96
					V0116870	05/15/19	P0007217	119.98		119.98
					V0116871	05/15/19	P0007186	287.50		287.50
					V0116872	05/15/19	P0007187	283.00		283.00
					V0116873	05/15/19	P0007188	42.20		42.20
					V0116874	05/15/19	P0007189	56.50		56.50
					V0116875	05/15/19	P0007190	112.50		112.50
					V0116876	05/15/19	P0007191	147.08		147.08
					V0116888	05/15/19	P0007168	590.00		590.00
					V0116890	05/15/19	P0007166	105.00		105.00
								6,697.18		6,697.18
0082774	05/15/19	Recon	0001835	Ray O'Herron Co. of Oakb	V0116767	05/14/19	B0002509	475.78		475.78
					V0116768	05/14/19	B0002509	29.99		29.99
					V0116769	05/14/19	B0002509	35.98-		-35.98
								469.79		469.79
0082775	05/15/19	Recon	0002411	Republic Services #551	V0116690	05/13/19	B0002752	155.95		155.95
					V0116691	05/13/19	B0002752	1,030.60		1,030.60
					V0116692	05/13/19	B0002811	5,095.89		5,095.89
								6,282.44		6,282.44
0082776	05/15/19	Recon	0007883	Rydin Decal	V0116755	05/14/19	B0002803	451.14		451.14
								451.14		451.14
0082777	05/15/19	Recon	0001142	Santo Sport Store	V0116657	05/10/19	P0007063	1,246.50		1,246.50
								1,246.50		1,246.50
0082778	05/15/19	Recon	0001145	Scantron Corporation	V0116773	05/14/19	P0007091	1,086.73		1,086.73
					V0116859	05/15/19	P0007138	1,256.00		1,256.00
								2,342.73		2,342.73
0082779	05/15/19	Recon	0001857	Scorebuilders	V0116827	05/15/19	P0007010	3,000.00		3,000.00
								3,000.00		3,000.00
0082780	05/15/19	Recon	0001742	Scout Electric Supply Co	V0116757	05/14/19	B0002781	198.10		198.10
								198.10		198.10
0082781	05/15/19	Recon	0001156	Smithereen Exterminating	V0116731	05/14/19	B0002490	170.00		170.00
								170.00		170.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 14

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
0082782	05/15/19	Recon	0001157	Snap-On Industrial	V0116658	05/10/19	P0006853	120.18		120.18
								120.18		120.18
0082783	05/15/19	Recon	0001158	SoftwareONE, Inc.	V0116775	05/14/19	P0007058	158.31		158.31
								158.31		158.31
0082784	05/15/19	Recon	0157689	Springer Publishing Comp	V0116885	05/15/19	P0006992	399.00		399.00
								399.00		399.00
0082785	05/15/19	Outst	0001454	Superior Awards	V0116716	05/13/19	B0002815	614.40		614.40
								614.40		614.40
0082786	05/15/19	Outst	0193854	Thermo Fisher Scientific	V0116777	05/14/19	P0006999	530.00		530.00
								530.00		530.00
0082787	05/15/19	Recon	0199533	Tim's Glass and Mirror	V0116669	05/13/19	B0002825	19,765.07		19,765.07
								19,765.07		19,765.07
0082788	05/15/19	Recon	0157650	Vara-Light Lighting Cont	V0116727	05/14/19	P0007202	484.24		484.24
								484.24		484.24
0082789	05/15/19	Recon	0001174	Veritiv Operating Compan	V0116754	05/14/19	B0002739	1,320.00		1,320.00
								1,320.00		1,320.00
0082790	05/15/19	Recon	0001183	Ward's Natural Science	V0116774	05/14/19	P0007093	154.48		154.48
					V0116782	05/14/19	P0007140	114.45		114.45
								268.93		268.93
0082791	05/15/19	Recon	0036650	Richard Waszak	V0116737	05/14/19	P0007205	1,382.50		1,382.50
								1,382.50		1,382.50
0082792	05/15/19	Recon	0002295	Waytek	V0116893	05/15/19	P0007054	141.82		141.82
								141.82		141.82
0082793	05/15/19	Recon	0164473	WebPT Inc	V0116841	05/15/19	P0007169	99.00		99.00
								99.00		99.00
0082794	05/15/19	Recon	0177607	YBP Library Services	V0116666	05/13/19	B0002806	84.84		84.84

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 15

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
					V0116758	05/14/19	B0002806	133.57		133.57
					V0116759	05/14/19	B0002806	129.83		129.83
								348.24		348.24
0082795	05/15/19	Recon	0002105	Alfred G Ronan Ltd	V0116765	05/14/19	B0002497	8,000.00		8,000.00
					V0116766	05/14/19	B0002497	8,000.00		8,000.00
								16,000.00		16,000.00
0082816	05/17/19	Recon	0001953	AT&T Mobility	V0116734	05/14/19		141.75		141.75
								141.75		141.75
0082817	05/17/19	Outst	0002984	Ms Maureen A. Bridges	V0116654	05/10/19		60.00		60.00
								60.00		60.00
0082818	05/17/19	Recon	0197675	Mr. Michael T. Brown	V0116645	05/09/19		2,150.34		2,150.34
								2,150.34		2,150.34
0082819	05/17/19	Void	0192108	Ms. Laurie Cashman						
0082820	05/17/19	Outst	0168935	Michelle Diaz	V0116668	05/13/19		34.50		34.50
								34.50		34.50
0082821	05/17/19	Recon	0157592	First Communications	V0116735	05/14/19		961.53		961.53
								961.53		961.53
0082822	05/17/19	Outst	0001787	Mark Kedziora	V0116679	05/13/19		882.00		882.00
								882.00		882.00
0082823	05/17/19	Recon	0194045	Mr. Ronald A. Lullo	V0116651	05/10/19		475.72		475.72
								475.72		475.72
0082824	05/17/19	Recon	0190172	Ashanta N. Marshall	V0116724	05/14/19		1,755.00		1,755.00
								1,755.00		1,755.00
0082825	05/17/19	Recon	0023364	Nichole Melka	V0116653	05/10/19		75.00		75.00
								75.00		75.00
0082826	05/17/19	Recon	0156097	Official Payments Corpor	V0116901	05/16/19		3,018.35		3,018.35
								3,018.35		3,018.35

Page 16

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0082827	05/17/19	Recon	0193219	Mr. Brian J. Polak	V0115475	05/01/19		495.73		495.73
								495.73		495.73
0082828	05/17/19	Recon	0000907	Mr. Luis E. Sanchez	V0116722	05/14/19		115.99		115.99
								115.99		115.99
0082829	05/17/19	Recon	0183752	Maria Y. Serrano	V0116786	05/14/19		60.00		60.00
								60.00		60.00
0082830	05/17/19	Recon	0181000	Sierra D. Turner	V0116695	05/13/19		242.50		242.50
								242.50		242.50
0082831	05/17/19	Recon	0055604	Ana L. Valdez	V0116723	05/14/19		37.36		37.36
								37.36		37.36
0082832	05/17/19	Outst	0190102	Ms. Brandie N. Windham	V0116648	05/09/19		194.88		194.88
								194.88		194.88
0082833	05/17/19	Outst	0114943	Lizeth Arias	V0116904	05/17/19		1,000.00		1,000.00
								1,000.00		1,000.00
0082834	05/17/19	Recon	0192108	Ms. Laurie Cashman	V0116818	05/15/19		300.00		300.00
								300.00		300.00
0082835	05/23/19	Outst	0199733	Chicago Public Schools	V0116971	05/22/19		15.00		15.00
								15.00		15.00
0082836	05/23/19	Outst	0041778	Ernesto Almaraz	V0116886	05/15/19		95.00		95.00
								95.00		95.00
0082837	05/23/19	Recon	0191122	Marco A. Arias	V0116937	05/21/19		300.00		300.00
								300.00		300.00
0082838	05/23/19	Recon	0197675	Mr. Michael T. Brown	V0116910	05/17/19		496.08		496.08
								496.08		496.08
0082839	05/23/19	Outst	0159466	Ms. Isabel Cervantes	V0116939	05/21/19		20.50		20.50

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 17

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
								20.50		20.50
0082840	05/23/19	Outst	0001013	ComEd	V0116940	05/21/19		12,421.78		12,421.78
								12,421.78		12,421.78
0082841	05/23/19	Outst	0157430	Jerry Davis	V0116949	05/21/19		308.00		308.00
								308.00		308.00
0082842	05/23/19	Outst	0001895	Delta Dental of Illinois	V0116903	05/17/19		9,943.12		9,943.12
								9,943.12		9,943.12
0082843	05/23/19	Outst	0160009	Mr. Benjamin B. Dillinger	V0116795	05/15/19		500.00		500.00
								500.00		500.00
0082844	05/23/19	Outst	0191513	Melany P. Duenas	V0116936	05/21/19		300.00		300.00
								300.00		300.00
0082845	05/23/19	Recon	0188213	First Midwest Bank	V0116959	05/22/19	P0007088	971.70		971.70
					V0116960	05/22/19	B0002719	27.52		27.52
					V0116961	05/22/19	P0007024	599.00		599.00
					V0116962	05/22/19	P0007024	190.00		190.00
					V0116963	05/22/19	P0007090	1,250.00		1,250.00
					V0116964	05/22/19	P0007087	82.47		82.47
					V0116965	05/22/19	P0007086	33.41		33.41
					V0116966	05/22/19	P0007096	1,530.50		1,530.50
					V0116967	05/22/19	P0007193	39.12		39.12
					V0116968	05/22/19	B0002571	120.00		120.00
					V0116969	05/22/19	P0007241	410.11		410.11
					V0116970	05/22/19	P0007274	5,794.32		5,794.32
					V0116972	05/22/19	P0007150	1,161.79		1,161.79
					V0116973	05/22/19	P0007177	1,486.53		1,486.53
					V0116974	05/22/19	P0007159	310.97		310.97
					V0116975	05/22/19		99.00		99.00
					V0116976	05/22/19		99.00-		-99.00
					V0116977	05/22/19		4,580.74-		-4,580.74
					V0116978	05/22/19		110.00-		-110.00
								9,316.70		9,316.70
0082846	05/23/19	Outst	0170257	Mr. Guillermo Gasca	V0116944	05/21/19		205.00		205.00
								205.00		205.00
0082847	05/23/19	Outst	0185939	Cristal Hernandez	V0116930	05/21/19		300.00		300.00
								300.00		300.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 18

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
0082848	05/23/19	Outst	0172876	Ms Heidi M. Lundquist	V0116942	05/21/19		147.00		147.00
								147.00		147.00
0082849	05/23/19	Outst	0090401	Thomas Mantzakides	V0116943	05/21/19		375.00		375.00
								375.00		375.00
0082850	05/23/19	Recon	0185181	Nancy Martinez	V0116929	05/21/19		300.00		300.00
								300.00		300.00
0082851	05/23/19	Outst	0002487	Midwest ACE	V0116934	05/21/19		499.00		499.00
								499.00		499.00
0082852	05/23/19	Outst	0186014	Jason S. Monaco	V0116883	05/15/19		95.00		95.00
								95.00		95.00
0082853	05/23/19	Recon	0187216	Mr. Neil Moss	V0116896	05/15/19		45.00		45.00
								45.00		45.00
0082854	05/23/19	Outst	0172558	David Mync	V0116909	05/17/19		34.50		34.50
								34.50		34.50
0082855	05/23/19	Recon	0193219	Mr. Brian J. Polak	V0116902	05/16/19		764.60		764.60
								764.60		764.60
0082856	05/23/19	Outst	0198912	Rachel Rauscher	V0115266	04/28/19		875.00		875.00
								875.00		875.00
0082857	05/23/19	Recon	0174685	Vicente Ruiz	V0116935	05/21/19		300.00		300.00
								300.00		300.00
0082858	05/23/19	Outst	0195022	Ms. Jennifer Schreier	V0115483	05/01/19		378.72		378.72
								378.72		378.72
0082859	05/23/19	Recon	0182966	Daniel L. Sheridan	V0116931	05/21/19		300.00		300.00
								300.00		300.00
0082860	05/23/19	Recon	0199289	Michael C. Stults Jr	V0115181	04/23/19		72.00		72.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 19

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
								72.00		72.00
0082861	05/23/19	Recon	0000738	Ms Gina G. Torres	V0116899	05/16/19		239.96		239.96
					V0116900	05/16/19		150.00		150.00
								389.96		389.96
0082862	05/23/19	Recon	0055604	Ana L. Valdez	V0116920	05/20/19		91.00		91.00
								91.00		91.00
0082863	05/23/19	Outst	0185049	Alyssa J. Van Kuiken	V0116884	05/15/19		95.00		95.00
								95.00		95.00
0082874	05/30/19	Outst	0001375	AXA Equitable Equi-Vest	V0117003	05/30/19		2,556.00		2,556.00
								2,556.00		2,556.00
0082875	05/30/19	Outst	0177469	Bright Start College Sav	V0117004	05/30/19		100.00		100.00
								100.00		100.00
0082876	05/30/19	Outst	0001422	CCCTU-Cope Fund	V0117005	05/30/19		149.00		149.00
								149.00		149.00
0082877	05/30/19	Outst	0001374	College & University Cre	V0117007	05/30/19		200.00		200.00
								200.00		200.00
0082878	05/30/19	Outst	0001371	Colonial Life & Accident	V0117008	05/30/19		12.00		12.00
								12.00		12.00
0082879	05/30/19	Outst	0191845	Metropolitan Alliance of	V0117009	05/30/19		340.00		340.00
								340.00		340.00
0082880	05/30/19	Outst	0101061	Morton College Faculty	V0117006	05/30/19		23.63		23.63
								23.63		23.63
0082881	05/30/19	Outst	0001372	Morton College Teachers	V0117010	05/30/19		2,568.44		2,568.44
								2,568.44		2,568.44
0082882	05/30/19	Outst	0001372	Morton College Teachers	V0117011	05/30/19		1,679.69		1,679.69
								1,679.69		1,679.69

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 20

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
0082883	05/30/19	Outst	0167128	Pioneer Credit Recovery,	V0117012	05/30/19		32.56		32.56
								32.56		32.56
0082884	05/30/19	Outst	0003255	PLS Financial Solutions	V0117013	05/30/19		85.54		85.54
								85.54		85.54
0082885	05/30/19	Outst	0001513	SEIU Local 73 Cope	V0117014	05/30/19		8.00		8.00
								8.00		8.00
0082886	05/30/19	Outst	0001373	Service Employees Intl U	V0117015	05/30/19		430.88		430.88
								430.88		430.88
0082887	05/30/19	Outst	0001563	State Disbursement Unit	V0117016	05/30/19		60.00		60.00
					V0117017	05/30/19		504.43		504.43
								564.43		564.43
0082888	05/30/19	Outst	0001161	State Univ Retirement Sy	V0117018	05/30/19		59,276.77		59,276.77
								59,276.77		59,276.77
0082889	05/30/19	Outst	0001370	TIAA-CREF	V0117019	05/30/19		9,920.92		9,920.92
								9,920.92		9,920.92
0082890	05/30/19	Outst	0001376	VALIC	V0117020	05/30/19		1,237.83		1,237.83
								1,237.83		1,237.83
0082891	05/30/19	Outst	0179876	Voya Retirement Insuranc	V0117021	05/30/19		426.13		426.13
								426.13		426.13
0082892	05/30/19	Outst	0178238	Agera Energy	V0116956	05/22/19		32,857.22		32,857.22
								32,857.22		32,857.22
0082893	05/30/19	Outst	0192108	Ms. Laurie Cashman	V0116952	05/22/19		41.25		41.25
								41.25		41.25
0082894	05/30/19	Outst	0184136	Samuel P. Cristea	V0116932	05/21/19		300.00		300.00
								300.00		300.00
0082895	05/30/19	Outst	0190883	Ms. Sally Delgado	V0116991	05/28/19		259.95		259.95

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 21

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
					V0116993	05/28/19		87.78		87.78
								347.73		347.73
0082896	05/30/19	Recon	0190472	Eve Molly D. Esleta	V0116938	05/21/19		300.00		300.00
								300.00		300.00
0082897	05/30/19	Outst	0001387	Gallagher Benefit Servic	V0116982	05/23/19		360.00		360.00
								360.00		360.00
0082898	05/30/19	Outst	0170257	Mr. Guillermo Gasca	V0116988	05/28/19		104.49		104.49
								104.49		104.49
0082899	05/30/19	Outst	0001626	Healthcare Service Corpo	V0116983	05/23/19		171,643.99		171,643.99
								171,643.99		171,643.99
0082900	05/30/19	Outst	0194045	Mr. Ronald A. Lullo	V0116953	05/22/19		131.08		131.08
								131.08		131.08
0082901	05/30/19	Outst	0154317	Mrs. Vlasta B. Mangia	V0117036	05/29/19		375.00		375.00
								375.00		375.00
0082902	05/30/19	Outst	0170685	Ms. Erica A. Munoz	V0116955	05/22/19		28.42		28.42
								28.42		28.42
0082903	05/30/19	Outst	0168430	Mrs. Carolina Saldana-Hu	V0116922	05/21/19		74.23		74.23
					V0116986	05/28/19		375.00		375.00
								449.23		449.23
0082904	05/30/19	Outst	0199767	The Tides Center	V0116987	05/28/19		3,350.00		3,350.00
								3,350.00		3,350.00
0082905	05/30/19	Outst	0001820	United States Postal Ser	V0116985	05/28/19		2,500.00		2,500.00
								2,500.00		2,500.00
0082906	05/30/19	Outst	0000974	Verizon Wireless	V0117064	05/29/19		27.74		27.74
								27.74		27.74
0082907	05/30/19	Outst	0072187	Carolyn S. Walega	V0116984	05/23/19		490.00		490.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 22

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
								490.00		490.00
0082908	05/30/19	Outst	0187467	Manuel V. Yu, III	V0116979	05/22/19		41.26		41.26
								41.26		41.26
0082917	05/30/19	Outst	0013221	4IMPRINT	V0117190	05/30/19	P0007323	4,349.73		4,349.73
								4,349.73		4,349.73
0082918	05/30/19	Outst	0169985	A. Lange Consulting, LLC	V0117118	05/30/19	P0007239	440.00		440.00
								440.00		440.00
0082919	05/30/19	Outst	0196815	Advance Auto Parts	V0117065	05/29/19	B0002828	132.54		132.54
					V0117066	05/29/19	B0002828	17.75		17.75
					V0117067	05/29/19	B0002828	67.95		67.95
					V0117068	05/29/19	B0002828	17.36		17.36
					V0117069	05/29/19	B0002828	70.81		70.81
								306.41		306.41
0082920	05/30/19	Outst	0002105	Alfred G Ronan Ltd	V0117097	05/30/19	B0002497	8,000.00		8,000.00
								8,000.00		8,000.00
0082921	05/30/19	Outst	0175113	Algor Plumbing	V0117086	05/29/19	B0002793	54.30		54.30
								54.30		54.30
0082922	05/30/19	Outst	0185979	Anne Althoff	V0117158	05/30/19	P0007273	300.00		300.00
								300.00		300.00
0082923	05/30/19	Outst	0188188	Amazon Capital Services	V0117115	05/30/19	P0007250	676.33		676.33
					V0117144	05/30/19	P0007305	387.44		387.44
					V0117179	05/30/19	P0007301	114.79		114.79
					V0117180	05/30/19	P0007300	27.93		27.93
					V0117186	05/30/19	P0007320	148.74		148.74
					V0117195	05/30/19	P0007261	47.56		47.56
								1,402.79		1,402.79
0082924	05/30/19	Outst	0001401	AZ Commercial	V0117070	05/29/19	B0002827	34.77		34.77
					V0117071	05/29/19	B0002827	37.98		37.98
					V0117072	05/29/19	B0002827	6.79		6.79
					V0117073	05/29/19	B0002827	226.52		226.52
								306.06		306.06

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 23

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
0082925	05/30/19	Outst	0194917	Erik S. Barry	V0117162	05/30/19	P0007240	300.00		300.00
								300.00		300.00
0082926	05/30/19	Outst	0001574	Baudville	V0117074	05/29/19	P0007154	73.20		73.20
								73.20		73.20
0082927	05/30/19	Outst	0001880	BDO USA, LLP	V0117187	05/30/19	P0007321	3,200.00		3,200.00
					V0117188	05/30/19	P0007321	660.00		660.00
								3,860.00		3,860.00
0082928	05/30/19	Outst	0000985	Berwyn Ace Hardware	V0117081	05/29/19	B0002467	17.49		17.49
					V0117082	05/29/19	B0002467	18.99		18.99
					V0117083	05/29/19	B0002467	27.98-		-27.98
								8.50		8.50
0082929	05/30/19	Outst	0000986	Berwyn Development Corp	V0117137	05/30/19	P0007293	1,080.00		1,080.00
								1,080.00		1,080.00
0082930	05/30/19	Outst	0192360	Birch Communications	V0117044	05/29/19	B0002810	2,244.41		2,244.41
								2,244.41		2,244.41
0082931	05/30/19	Outst	0001466	CAIRS	V0117025	05/29/19	B0002774	5,941.87		5,941.87
					V0117026	05/29/19	B0002840	9,481.13		9,481.13
								15,423.00		15,423.00
0082932	05/30/19	Outst	0001593	CDW-Government, Inc	V0117023	05/29/19	P0007238	1,317.33		1,317.33
					V0117169	05/30/19	P0007161	123.94		123.94
					V0117170	05/30/19	P0007160	189.21		189.21
					V0117171	05/30/19	P0007161	1,542.00		1,542.00
					V0117172	05/30/19	P0007160	2,288.82		2,288.82
								5,461.30		5,461.30
0082933	05/30/19	Outst	0001556	Ceramic Supply Chicago	V0117100	05/30/19	P0006947	1,036.00		1,036.00
								1,036.00		1,036.00
0082934	05/30/19	Outst	0189398	Chicago Backflow Inc	V0117055	05/29/19	B0002838	1,330.00		1,330.00
								1,330.00		1,330.00
0082935	05/30/19	Outst	0001675	Chronicle of Higher Educ	V0117147	05/30/19	P0007282	2,500.00		2,500.00
								2,500.00		2,500.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 24

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
0082936	05/30/19	Outst	0001713	Cicero Landscape Inc.	V0117129	05/30/19	P0007199	3,900.00		3,900.00
								3,900.00		3,900.00
0082937	05/30/19	Outst	0194137	CLARUS Corporation	V0117136	05/30/19	P0007292	1,250.00		1,250.00
								1,250.00		1,250.00
0082938	05/30/19	Outst	0001752	Comcast	V0117197	05/30/19	B0002462	411.85		411.85
					V0117198	05/30/19	B0002577	39.93		39.93
					V0117199	05/30/19	B0002507	6.32		6.32
								458.10		458.10
0082939	05/30/19	Outst	0168196	Concentra Health Service	V0117059	05/29/19	B0002513	60.00		60.00
								60.00		60.00
0082940	05/30/19	Outst	0001554	Crystal Sky Banquet	V0117133	05/30/19	P0007286	5,700.00		5,700.00
								5,700.00		5,700.00
0082941	05/30/19	Outst	0007779	CUPA-HR	V0117177	05/30/19	P0007297	1,230.00		1,230.00
								1,230.00		1,230.00
0082942	05/30/19	Outst	0170059	Curriculum Publications	V0117077	05/29/19	P0006382	1,000.00		1,000.00
								1,000.00		1,000.00
0082943	05/30/19	Outst	0001469	Diamond Graphics	V0117101	05/30/19	P0007276	665.00		665.00
					V0117102	05/30/19	P0007278	495.00		495.00
					V0117103	05/30/19	P0007279	7.00		7.00
					V0117104	05/30/19	P0007277	188.00		188.00
					V0117105	05/30/19	P0007247	795.00		795.00
					V0117131	05/30/19	P0007285	2,208.00		2,208.00
								4,358.00		4,358.00
0082944	05/30/19	Outst	0000989	Dick Blick	V0117049	05/29/19	B0002829	363.17		363.17
					V0117062	05/29/19	B0002730	22.19		22.19
					V0117063	05/29/19	B0002829	114.24		114.24
								499.60		499.60
0082945	05/30/19	Outst	0193964	Digital Library Systems	V0117108	05/30/19	P0007234	1,777.00		1,777.00
								1,777.00		1,777.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 25

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
0082946	05/30/19	Outst	0001536	Elsevier	V0117027	05/29/19	B0002846	1,600.00		1,600.00
					V0117028	05/29/19	B0002846	1,440.00		1,440.00
								3,040.00		3,040.00
0082947	05/30/19	Outst	0198694	ePromos Promotional Prod	V0117109	05/30/19	P0006827	3,398.45		3,398.45
								3,398.45		3,398.45
0082948	05/30/19	Outst	0197452	ExamSoft Worldwide, Inc.	V0117191	05/30/19	P0007324	6,621.00		6,621.00
								6,621.00		6,621.00
0082949	05/30/19	Outst	0001029	Fed Ex	V0117038	05/29/19	B0002780	11.90		11.90
								11.90		11.90
0082950	05/30/19	Outst	0007936	Ford Motor Company	V0117151	05/30/19	P0007280	1,350.00		1,350.00
								1,350.00		1,350.00
0082951	05/30/19	Outst	0001037	Fox Valley Fire & Safety	V0117029	05/29/19	B0002503	704.00		704.00
								704.00		704.00
0082952	05/30/19	Outst	0199705	George's Sewer	V0117054	05/29/19	B0002839	350.00		350.00
								350.00		350.00
0082953	05/30/19	Outst	0001001	Got Laundry Chicago?, In	V0117080	05/29/19	B0002592	231.00		231.00
								231.00		231.00
0082954	05/30/19	Outst	0001381	Home Depot/GECF	V0116659	05/10/19	B0002785	1,630.41		1,630.41
								1,630.41		1,630.41
0082955	05/30/19	Outst	0001058	Horizon Screen Print Inc	V0117143	05/30/19	P0007304	347.50		347.50
					V0117181	05/30/19	P0007306	1,640.00		1,640.00
								1,987.50		1,987.50
0082956	05/30/19	Outst	0199628	Robert Hornbostel	V0117176	05/30/19	P0007266	100.00		100.00
								100.00		100.00
0082957	05/30/19	Outst	0167569	IHLS	V0117116	05/30/19	P0007236	550.00		550.00
								550.00		550.00

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
0082958	05/30/19	Outst	0001068	ILLCO, Inc.	V0117031	05/29/19	B0002706	911.50		911.50
								911.50		911.50
0082959	05/30/19	Outst	0001695	Inside Higher Ed.	V0117178	05/30/19	P0007298	3,050.00		3,050.00
								3,050.00		3,050.00
0082960	05/30/19	Outst	0001647	Iron Mountain	V0117060	05/29/19	B0002472	463.08		463.08
								463.08		463.08
0082961	05/30/19	Outst	0199417	Jaffe Inc	V0117107	05/30/19	P0007245	1,000.00		1,000.00
								1,000.00		1,000.00
0082962	05/30/19	Outst	0001012	Jim Coleman Ltd	V0117173	05/30/19	P0007106	2,387.50		2,387.50
					V0117193	05/30/19	P0007105	2,387.50		2,387.50
								4,775.00		4,775.00
0082963	05/30/19	Outst	0001775	Jostens	V0116705	05/13/19	B0002816	100.50		100.50
					V0116706	05/13/19	B0002816	313.50		313.50
					V0116707	05/13/19	B0002816	16.75		16.75
					V0116708	05/13/19	B0002816	33.50		33.50
					V0116709	05/13/19	B0002816	6,097.00		6,097.00
					V0116710	05/13/19	B0002816	67.00		67.00
					V0116711	05/13/19	B0002816	50.50		50.50
					V0116712	05/13/19	B0002816	121.25		121.25
					V0116713	05/13/19	B0002669	112.75		112.75
					V0116714	05/13/19	B0002579	242.95		242.95
					V0116715	05/13/19	B0002804	109.97		109.97
					V0116750	05/14/19	B0002804	12.15		12.15
								7,277.82		7,277.82
0082964	05/30/19	Outst	0001890	Konica Minolta Bus Solut	V0117047	05/29/19	B0002769	4.95		4.95
					V0117048	05/29/19	B0002769	7.54		7.54
					V0117061	05/29/19	B0002769	431.68		431.68
								444.17		444.17
0082965	05/30/19	Outst	0002233	Konica Minolta Premier F	V0117078	05/29/19	B0002817	2,897.00		2,897.00
					V0117079	05/29/19	B0002817	245.97-		-245.97
								2,651.03		2,651.03
0082966	05/30/19	Outst	0002233	Konica Minolta Premier F	V0117041	05/29/19	B0002756	53.30		53.30
					V0117042	05/29/19	B0002817	126.10		126.10
								179.40		179.40

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 27

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
0082967	05/30/19	Outst	0183185	Latpro, Inc	V0117150	05/30/19	P0007281	5,200.00		5,200.00
								5,200.00		5,200.00
0082968	05/30/19	Outst	0001351	The Lawndale Newspaper	V0117135	05/30/19	P0007289	450.00		450.00
								450.00		450.00
0082969	05/30/19	Outst	0194388	MAS	V0117175	05/30/19	P0007317	800.00		800.00
								800.00		800.00
0082970	05/30/19	Outst	0003320	Matco Tools	V0117114	05/30/19	P0007170	359.01		359.01
								359.01		359.01
0082971	05/30/19	Outst	0001299	McMaster-Carr	V0117076	05/29/19	B0002725	66.13		66.13
								66.13		66.13
0082972	05/30/19	Outst	0001289	Menards	V0117039	05/29/19	B0002741	35.31		35.31
					V0117051	05/29/19	B0002741	27.81		27.81
					V0117053	05/29/19	B0002741	7.00-		-7.00
					V0117110	05/30/19	P0007222	549.99		549.99
					V0117111	05/30/19	B0002832	42.91		42.91
								649.02		649.02
0082973	05/30/19	Outst	0088242	Mr. Willie D. Merrill	V0115380	04/29/19	B0002493	456.70		456.70
								456.70		456.70
0082974	05/30/19	Outst	0001792	Meyer Physical Therapy	V0117112	05/30/19	P0007174	166.73		166.73
					V0117113	05/30/19	P0007143	216.79		216.79
								383.52		383.52
0082975	05/30/19	Outst	0001093	MIDCO Inc	V0117085	05/29/19	B0002809	95.00		95.00
								95.00		95.00
0082976	05/30/19	Outst	0189726	National CineMedia, LLC	V0117182	05/30/19	P0007309	2,004.66		2,004.66
								2,004.66		2,004.66
0082977	05/30/19	Void	0001662	New Readers Press						
0082978	05/30/19	Recon	0199309	Jason Nichols	V0117142	05/30/19	P0007302	2,500.00		2,500.00
								2,500.00		2,500.00

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 28

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
0082979	05/30/19	Outst	0197982	NSLS	V0117165	05/30/19	P0007254	85.00		85.00
								85.00		85.00
0082980	05/30/19	Outst	0001121	O'Brien Cleaners	V0117174	05/30/19	P0007318	165.00		165.00
								165.00		165.00
0082981	05/30/19	Outst	0001246	O'Reilly's Flowers & Par	V0117022	05/29/19	B0002844	1,600.00		1,600.00
					V0117058	05/29/19	B0002837	116.95		116.95
								1,716.95		1,716.95
0082982	05/30/19	Outst	0002406	Paisans Pizza	V0117117	05/30/19	P0007237	183.54		183.54
					V0117119	05/30/19	P0007248	241.00		241.00
					V0117120	05/30/19	P0007249	211.00		211.00
					V0117121	05/30/19	P0007246	124.79		124.79
					V0117122	05/30/19	P0007212	1,018.98		1,018.98
					V0117123	05/30/19	P0007227	84.50		84.50
					V0117125	05/30/19	P0007227	256.00		256.00
					V0117141	05/30/19	P0007299	1,585.00		1,585.00
					V0117154	05/30/19	P0007264	25.98		25.98
					V0117156	05/30/19	P0007270	54.99		54.99
					V0117160	05/30/19	P0007230	125.50		125.50
					V0117161	05/30/19	P0007231	679.75		679.75
					V0117163	05/30/19	P0007253	110.00		110.00
					V0117164	05/30/19	P0007253	110.00		110.00
					V0117167	05/30/19	P0007251	30.00		30.00
					V0117168	05/30/19	P0007232	380.00		380.00
					V0117194	05/30/19	P0007223	1,369.27		1,369.27
								6,590.30		6,590.30
0082983	05/30/19	Outst	0001131	Phi Theta Kappa	V0117159	05/30/19	P0007252	61.99		61.99
					V0117185	05/30/19	P0007233	190.49		190.49
								252.48		252.48
0082984	05/30/19	Outst	0101053	Qualtrics LLC	V0117075	05/29/19	P0007074	2,000.00		2,000.00
								2,000.00		2,000.00
0082985	05/30/19	Outst	0001835	Ray O'Herron Co. of Oakb	V0117030	05/29/19	B0002509	37.29		37.29
								37.29		37.29
0082986	05/30/19	Outst	0001142	Santo Sport Store	V0117024	05/29/19	B0002801	289.50		289.50
					V0117130	05/30/19	P0007219	397.00		397.00
								686.50		686.50

10 Jun 2019
13:03

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 29

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
0082987	05/30/19	Outst	0195102	Scariano, Himes and Petr	V0117145	05/30/19	P0007283	729.00		729.00
								729.00		729.00
0082988	05/30/19	Outst	0001742	Scout Electric Supply Co	V0117037	05/29/19	B0002781	505.70		505.70
								505.70		505.70
0082989	05/30/19	Outst	0001967	Shaw Media	V0117045	05/29/19	B0002800	292.65		292.65
					V0117046	05/29/19	B0002842	854.29		854.29
								1,146.94		1,146.94
0082990	05/30/19	Outst	0182724	Single Path	V0117183	05/30/19	P0007316	7,750.00		7,750.00
					V0117184	05/30/19	P0007316	7,750.00		7,750.00
								15,500.00		15,500.00
0082991	05/30/19	Outst	0158956	Sound Incorporated	V0117138	05/30/19	P0007294	921.00		921.00
								921.00		921.00
0082992	05/30/19	Outst	0187900	Taste Media Group LLC	V0117106	05/30/19	P0007225	1,750.00		1,750.00
								1,750.00		1,750.00
0082993	05/30/19	Outst	0002594	Training Concepts, Inc.	V0117189	05/30/19	P0007322	2,328.95		2,328.95
								2,328.95		2,328.95
0082994	05/30/19	Outst	0187642	Trane U.S. Inc	V0117153	05/30/19	P0007263	1,563.00		1,563.00
								1,563.00		1,563.00
0082995	05/30/19	Outst	0002095	Trugreen	V0117099	05/30/19	B0002835	1,175.05		1,175.05
								1,175.05		1,175.05
0082996	05/30/19	Outst	0160865	UpBeat Inc.	V0117098	05/30/19	B0002836	6,652.98		6,652.98
								6,652.98		6,652.98
0082997	05/30/19	Outst	0001174	Veritiv Operating Compan	V0117043	05/29/19	B0002739	1,320.00		1,320.00
								1,320.00		1,320.00
0082998	05/30/19	Outst	0194139	Violet Flower Shop	V0117166	05/30/19	P0007256	64.95		64.95
								64.95		64.95

10 Jun 2019
13:04

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 30

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
0082999	05/30/19	Outst	0036650	Richard Waszak	V0117139	05/30/19	P0007296	1,015.00		1,015.00
								1,015.00		1,015.00
0083000	05/30/19	Outst	0166312	Wells Fargo Equiptment F	V0117192	05/30/19	B0002847	1,248.00		1,248.00
								1,248.00		1,248.00
0083001	05/30/19	Outst	0001406	Wex Bank	V0117034	05/29/19	B0002772	868.66		868.66
					V0117035	05/29/19	B0002833	599.70		599.70
								1,468.36		1,468.36
0083002	05/30/19	Outst	0177607	YBP Library Services	V0117032	05/29/19	B0002806	115.12		115.12
					V0117033	05/29/19	B0002806	150.60		150.60
					V0117056	05/29/19	B0002806	158.18		158.18
					V0117087	05/29/19	B0002806	24.59		24.59
					V0117088	05/29/19	B0002806	370.03		370.03
								818.52		818.52
E0003952	05/02/19	Outst	0000799	Ms Marlena Avalos-Thomps	V0115467	04/30/19		153.36		153.36
								153.36		153.36
E0003953	05/02/19	Outst	0089361	Mr. Nestor C. Carrillo	V0105209	07/20/18		1,939.49		1,939.49
								1,939.49		1,939.49
E0003954	05/02/19	Outst	0000004	Mr. Micheal A. Kott	V0115299	04/29/19		491.84		491.84
								491.84		491.84
E0003955	05/02/19	Outst	0000826	Mr. Thomas C. Malesky	V0105199	07/20/18		2,254.42		2,254.42
								2,254.42		2,254.42
E0003956	05/02/19	Outst	0000752	Mr. Eric J. Porod	V0115170	04/23/19		80.71		80.71
								80.71		80.71
E0003957	05/02/19	Outst	0000953	Ms. Liliana Raygoza	V0115485	05/01/19		87.90		87.90
								87.90		87.90
E0003958	05/02/19	Outst	0190951	Francisco Rodriguez	V0105213	07/20/18		607.50		607.50
								607.50		607.50
E0003959	05/02/19	Outst	0190900	Mr. John Stechly	V0115075	04/15/19		16.03		16.03

10 Jun 2019
13:04

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 31

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
								16.03		16.03
E0003960	05/02/19	Outst	0000803	Dr. Frances M. Wedge	V0115333	04/29/19		59.86		59.86
					V0115337	04/29/19		125.00		125.00
								184.86		184.86
E0003961	05/02/19	Outst	0158266	Christopher J. Wido	V0105217	07/20/18		750.15		750.15
								750.15		750.15
E0004121	05/09/19	Outst	0019085	Mrs. Nereida D. Arzola	V0115426	04/30/19		570.78		570.78
								570.78		570.78
E0004122	05/09/19	Outst	0079155	Dr. Stanley S. Fields	V0116433	05/03/19		258.37		258.37
					V0116434	05/03/19		157.00		157.00
								415.37		415.37
E0004123	05/09/19	Outst	0107686	Mrs. Blanca E. Jara	V0116458	05/07/19		10.00		10.00
					V0116484	05/08/19		47.79		47.79
								57.79		57.79
E0004124	05/09/19	Outst	0017224	Ms Gabriela Mata	V0116427	05/02/19		16.81		16.81
								16.81		16.81
E0004125	05/09/19	Outst	0000795	Ms. Doris Rivera	V0116453	05/06/19		314.14		314.14
								314.14		314.14
E0004126	05/09/19	Outst	0166301	Ms Wendy Vega-Huezo	V0116454	05/06/19		325.44		325.44
								325.44		325.44
E0004127	05/09/19	Outst	0158266	Christopher J. Wido	V0116459	05/07/19		100.00		100.00
								100.00		100.00
E0004128	05/14/19	Outst	0122174	Derek W. Dominick	V0116738	05/14/19	P0007206	1,697.50		1,697.50
								1,697.50		1,697.50
E0004129	05/16/19	Outst	0176980	Mr. William R. Jacklin	V0116693	05/13/19		65.50		65.50
								65.50		65.50
E0004130	05/16/19	Outst	0002876	Ms Evelyn Jaquez	V0116650	05/10/19		500.00		500.00

10 Jun 2019
13:04

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 32

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
								500.00		500.00
E0004131	05/16/19	Outst	0185779	Ashley S. Lee	V0116649	05/09/19		265.00		265.00
								265.00		265.00
E0004132	05/16/19	Outst	0017224	Ms Gabriela Mata	V0115466	04/30/19		137.19		137.19
								137.19		137.19
E0004133	05/16/19	Outst	0132840	Snezana Pavicevic	V0116686	05/13/19		88.91		88.91
								88.91		88.91
E0004134	05/16/19	Outst	0160605	Ms Rebecca M. Primm	V0116688	05/13/19		434.47		434.47
								434.47		434.47
E0004135	05/16/19	Outst	0000953	Ms. Liliana Raygoza	V0116895	05/15/19		130.52		130.52
								130.52		130.52
E0004136	05/16/19	Outst	0158210	Gabriela Tenorio	V0116788	05/14/19		108.34		108.34
								108.34		108.34
E0004137	05/16/19	Outst	0166301	Ms Wendy Vega-Huezo	V0116652	05/10/19		53.74		53.74
								53.74		53.74
E0004138	05/16/19	Outst	0158266	Christopher J. Wido	V0116680	05/13/19		80.00		80.00
								80.00		80.00
E0004141	05/22/19	Outst	0110372	Giselle G. Castaneda	V0116933	05/21/19		300.00		300.00
								300.00		300.00
E0004142	05/22/19	Outst	0156123	Mrs. Nancy N. Jeffries	V0116906	05/17/19		93.44		93.44
								93.44		93.44
E0004143	05/22/19	Outst	0000004	Mr. Micheal A. Kott	V0116913	05/20/19		389.76		389.76
								389.76		389.76
E0004144	05/22/19	Outst	0000826	Mr. Thomas C. Malesky	V0116918	05/20/19		418.00		418.00
								418.00		418.00

10 Jun 2019
13:04

ACCOUNTS PAYABLE CHECK REGISTER
Period 05/01/2019 - 05/31/2019

Page 33

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
E0004145	05/22/19	Outst	0017224	Ms Gabriela Mata	V0116862	05/15/19		116.91		116.91
								116.91		116.91
E0004146	05/22/19	Outst	0199500	Ms. Kristen Shimko	V0116917	05/20/19		105.00		105.00
								105.00		105.00
E0004147	05/22/19	Outst	0002709	Mr. Derek C. Shouba	V0116912	05/20/19		27.48		27.48
								27.48		27.48
E0004148	05/22/19	Outst	0166301	Ms Wendy Vega-Huezo	V0116911	05/17/19		26.27		26.27
								26.27		26.27
E0004149	05/22/19	Outst	0158266	Christopher J. Wido	V0116919	05/20/19		100.00		100.00
								100.00		100.00
E0004150	05/29/19	Outst	0156123	Mrs. Nancy N. Jeffries	V0116908	05/17/19		56.48		56.48
					V0116958	05/22/19		12.21		12.21
								68.69		68.69
E0004151	05/29/19	Outst	0002697	Dr. Keith McLaughlin	V0116990	05/28/19		575.42		575.42
								575.42		575.42
E0004152	05/29/19	Outst	0000928	Mr. James P. O'Connell,	V0116950	05/21/19		63.05		63.05
					V0116951	05/22/19		18.79		18.79
								81.84		81.84
E0004153	05/29/19	Outst	0000795	Ms. Doris Rivera	V0116954	05/22/19		14.04		14.04
								14.04		14.04
E0004154	05/30/19	Outst	0122174	Derek W. Dominick	V0117140	05/30/19	P0007295	1,680.00		1,680.00
								1,680.00		1,680.00
								873,496.23		873,496.23

10 Jun 2019
13:04

CHECK REGISTER SUMMARY REPORT
Period 05/01/2019 - 05/31/2019

Page 34

Bank Code	Account Number	Description	Debit	Credit
-----	-----	-----	-----	-----
01 General Checking	01-0000-00000-230000000	General : Accounts Payable	873,496.23	0.00
	01-0000-00000-110000000	General : Cash	0.00	873,496.23
			-----	-----
			873,496.23	873,496.23



DEL GALDO LAW GROUP, LLC

Attorneys & Counselors

Del Galdo Law Group, LLC
1441 S. Harlem Avenue
Berwyn, IL 60402

04-30-2019

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

Invoice Number: 22450

Invoice Period: 04-01-2019 - 04-30-2019

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).

Fees	12,480.00
Expenses	594.00
Total for this Invoice	13,074.00
Total Balance Due for Multiple Matters as of 05-08-2019	13,074.00



DEL GALDO LAW GROUP, LLC

Attorneys & Counselors

Del Galdo Law Group, LLC

1441 S. Harlem Avenue

Berwyn, IL 60402

708-222-7000

Tax ID: 26-0205380

04-30-2019

Dr. Stan Fields

Morton Community College District #527

3801 S. Central Avenue

Cicero, IL 60804

Invoice Number: 22450

Invoice Period: 04-01-2019 - 04-30-2019

Payment Terms: Net 30

RE: Multiple Matters

AFT Union

Contracts

Correspondence

Education Officers Electoral Board

Employment Issues

Friends of Morton College Foundation

Friends of Morton Foundation

Legislation/Agenda

Miscellaneous

Open Meetings Act Issues

Research

Student Issues

Subpoenas

AFT Union

Time Details

Date	Professional	Task	Hours	Rate	Amount
04-01-2019	JED	General Matters	5.00	160.00	800.00
		Prepare for and attend Faculty collective bargaining negotiations; Draft/edit proposals/response to proposals; Meeting with Frank Marzullo and Ron Lullo.			
04-11-2019	JED	General Matters	0.50	160.00	80.00
		E-mails and phone call with Frank Marzullo re: College response to grievance regarding negotiation pay; Review documents.			

We appreciate your business

Date	Professional	Task	Hours	Rate	Amount
		draft and prepare final letter and documents to ISBE for subpoena of Iollino documents			
04-29-2019	KMJ	None	0.25	160.00	40.00
		Conferences with CPW regarding ISBE F.L subpoena response letter			
				Total Fees	1,920.00

Total for this Invoice	13,074.00
Total Balance Due for Multiple Matters as of 05-08-2019	13,074.00

We appreciate your business

**Morton College
Over 10K Report
May 2019**

Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
Agera Energy	5/15/2019	0082724	EXEMPT	\$37,353.77	Utility (Electric) bill
Agera Energy	5/30/2019	0082892	EXEMPT	\$32,857.22	Utility (Electric) bill
Alfred G Ronan Ltd	5/15/2019	0082795	6/25/2018	\$16,000.00	Feburary
Alfred G Ronan Ltd	5/30/2019	0082920	6/25/2018	\$8,000.00	May 2019
Apple, Inc.	5/15/2019	0082730	EXEMPT	\$11,190.00	ipad Wi-Fi 32GB- Space Gr
CAIRS	5/30/2019	0082931	7/26/2018	\$15,423.00	Interpeter Services
ComEd	5/23/2019	0082840	EXEMPT	\$12,421.78	Utility Electric 4/16-5/16/19
Del Galdo Law Group, LLC	5/15/2019	0082745		\$13,074.00	Attorney fees
Diamond Graphics	5/15/2019	0082747	10/23/2017	\$16,732.44	Flyers
Diamond Graphics	5/30/2019	0082943	10/23/2017	\$4,358.00	Fin-Aid Envelopes
Healthcare Service Corporation	5/30/2019	0082899	EXEMPT	\$171,643.99	BCBS/Medical Insurance
Hurst Review Services	5/15/2019	0082754	EXEMPT	\$21,125.00	Elevate
Paisans Pizza	5/15/2019	0082773		\$6,697.18	A&S Chairs Meeting Lunch
Paisans Pizza	5/30/2019	0082982		\$6,590.30	Advisory Food/Refreshment
Single Path	5/30/2019	0082990	1/23/2019	\$15,500.00	Network Monitoring and Su
State Univ Retirement Systems	5/15/2019	0082717	EXEMPT	\$66,575.75	Payroll Deductions
State Univ Retirement Systems	5/30/2019	0082888	EXEMPT	\$59,276.77	Payroll Deductions
TIAA-CREF	5/15/2019	0082718	EXEMPT	\$4,434.34	Payroll Deductions
TIAA-CREF	5/30/2019	0082889	EXEMPT	\$9,920.92	Payroll Deductions
Tim's Glass and Mirror	5/15/2019	0082787	EXEMPT	\$19,765.07	Fitness Wall, 50% payment
			Total Paid	548,939.53	

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0002980	Abate, Nannette	\$1,085.28
5/15/2019	0002911	Abdel-Jaber, Nellie	\$519.05
5/15/2019	0000770	Abrahamson, Maura	\$5,922.94
5/15/2019	0000835	Alcala, Sandra	\$2,289.42
5/15/2019	0003069	Alexandru, Vica	\$683.36
5/15/2019	0003324	Alonso, Erika	\$1,591.67
5/15/2019	0000809	Alonso, Hernan	\$1,476.34
5/15/2019	0181767	Anderson, Maria	\$3,498.00
5/15/2019	0165928	Andujar, Rey	\$326.34
5/15/2019	0000749	Angelilli, Jennifer	\$2,172.54
5/15/2019	0156009	Arias, Olga	\$838.68
5/15/2019	0019085	Arzola, Nereida	\$1,800.50
5/15/2019	0003071	Ashraf, Mohammad	\$685.96
5/15/2019	0000799	Avalos-Thompson, Marlana	\$3,506.54
5/15/2019	0000873	Baffa, John	\$5,134.17
5/15/2019	0002972	Baker, Chris	\$693.71
5/15/2019	0197414	Balek, Ludwig	\$2,301.75
5/15/2019	0000740	Banda, Magda	\$3,578.54
5/15/2019	0192466	Banks, Theodora	\$640.98
5/15/2019	0000781	Barajas, Sandra	\$1,849.32
5/15/2019	0003075	Behling, William	\$1,167.06
5/15/2019	0178376	Belcaster, Joseph	\$3,275.00
5/15/2019	0000750	Belcaster, Nicholas	\$2,068.88
5/15/2019	0000845	Bluemer, Judy	\$7,076.85
5/15/2019	0003082	Bondlow, Fred	\$693.71
5/15/2019	0000918	Bonin, Eileen	\$2,096.33
5/15/2019	0000757	Boodoosingh, Savitri	\$994.90
5/15/2019	0076654	Bradley, Adam	\$1,647.42
5/15/2019	0157079	Brasher, Stephen	\$660.85
5/15/2019	0002984	Bridges, Maureen	\$1,277.60
5/15/2019	0197675	Brown, Michael	\$3,125.00
5/15/2019	0000915	Bulat, Cheryl	\$585.71
5/15/2019	0194040	Burandt, Edmund	\$1,693.85
5/15/2019	0191822	Buzruk, Anupama	\$284.88
5/15/2019	0194871	Callon, Michael	\$2,636.68
5/15/2019	0156441	Campbell, Dana	\$815.37
5/15/2019	0184403	Campbell, Elbert	\$561.22

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0003098	Campos, Veronica	\$524.29
5/15/2019	0156655	Cappetta, Leilani	\$1,938.59
5/15/2019	0153590	Carroll, Don	\$559.11
5/15/2019	0000924	Casey, Craig	\$7,151.25
5/15/2019	0000829	Casey, Robert	\$4,823.22
5/15/2019	0192108	Cashman, Laurie	\$3,806.25
5/15/2019	0002990	Castillo, Carolina	\$1,889.14
5/15/2019	0192109	Ceaser, Sanyea	\$2,537.50
5/15/2019	0057275	Cebelinski, Joseph	\$1,791.79
5/15/2019	0184815	Chiappetta, Joseph	\$1,638.04
5/15/2019	0002998	Chin, Dixon	\$752.88
5/15/2019	0002995	Choudhury, Parsa	\$771.70
5/15/2019	0000884	Cienfuegos, Lillian	\$1,949.38
5/15/2019	0181564	Cisco Jr, Taylor	\$667.71
5/15/2019	0003192	Cisneros, Sharon	\$1,207.88
5/15/2019	0094966	Clemente, Antonio	\$2,233.71
5/15/2019	0162406	Cline, Irina	\$2,266.00
5/15/2019	0193047	Collins, Lorita	\$628.16
5/15/2019	0007800	Corral, Iris	\$559.12
5/15/2019	0003191	Corte, Anthony	\$955.16
5/15/2019	0002933	Craig, Marilyn	\$969.47
5/15/2019	0000794	Crockett, Janet	\$5,158.96
5/15/2019	0196595	Cuesta, Gonzalo	\$845.83
5/15/2019	0037605	Cunat, Ronald	\$310.62
5/15/2019	0186164	Czuba, Michael	\$949.60
5/15/2019	0000843	Davidson, Jody	\$2,906.12
5/15/2019	0000790	De La Torre, Refugio	\$3,789.35
5/15/2019	0190883	Delgado, Sally	\$2,763.85
5/15/2019	0182919	Denson, Ryan	\$1,709.28
5/15/2019	0003233	DeRose, Mary	\$100.00
5/15/2019	0000763	Diaz, Maria	\$1,702.00
5/15/2019	0160009	Dillinger, Benjamin	\$830.93
5/15/2019	0000917	Dominguez, Carlos	\$3,397.02
5/15/2019	0049119	Dominguez, Gerardo	\$534.15
5/15/2019	0003185	Drew, John	\$2,350.46
5/15/2019	0170558	Drury, Benjamin	\$2,818.60
5/15/2019	0003183	Dukes, Jackie	\$774.51

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0195561	Dulabaum, Nina	\$3,295.25
5/15/2019	0003181	Dutt, Eric	\$1,108.30
5/15/2019	0195025	Edgar, Jason	\$3,535.36
5/15/2019	0005692	Enstrom, Elena	\$648.05
5/15/2019	0003179	Eshafi, Nouri	\$293.81
5/15/2019	0000828	Fabiyi, Edith	\$3,028.00
5/15/2019	0003208	Falbo, Lydia	\$4,690.63
5/15/2019	0003210	Farina, Peter	\$914.07
5/15/2019	0003212	Farnsworth, Dan	\$796.64
5/15/2019	0000814	Favela, Martha	\$1,833.25
5/15/2019	0000762	Fejt, George	\$3,394.88
5/15/2019	0000777	Felice, Susan	\$3,238.04
5/15/2019	0024667	Festa, John	\$269.37
5/15/2019	0079155	Fields, Stanley	\$11,360.37
5/15/2019	0193664	Florio, Joseph	\$4,708.33
5/15/2019	0092824	Folkers, Jeff	\$1,645.38
5/15/2019	0162452	Foltz, Chris	\$970.68
5/15/2019	0160558	Fortier, Jr, George	\$1,228.78
5/15/2019	0003006	Fram, Harriet	\$552.11
5/15/2019	0165935	Franklin-Hammergren, Kirstin	\$333.86
5/15/2019	0000938	Gan, Xiaoling	\$3,833.78
5/15/2019	0003008	Garcia, Jose	\$734.52
5/15/2019	0000838	Garcia-Searle, Brenda	\$2,533.92
5/15/2019	0000879	Garza, Sylvia	\$2,091.42
5/15/2019	0170257	Gasca, Guillermo	\$2,308.79
5/15/2019	0000935	Gatyas, Kenton	\$5,851.96
5/15/2019	0000724	Gilligan, Brian	\$3,401.83
5/15/2019	0040272	Gilmartin, Beth	\$890.30
5/15/2019	0000896	Ginley, Steven	\$3,810.21
5/15/2019	0156018	Glover, Brian	\$448.11
5/15/2019	0173329	Gonzalez, Sotero	\$667.71
5/15/2019	0192827	Gourlay, Jonathan	\$3,176.92
5/15/2019	0157185	Grady, Myeisha	\$630.62
5/15/2019	0197670	Graham, Leslie	\$2,083.33
5/15/2019	0189759	Green, Amy	\$4,113.40
5/15/2019	0000892	Grice, James	\$8,227.29
5/15/2019	0000788	Gutierrez, Rosa	\$2,355.39

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0003110	Halm, James	\$620.05
5/15/2019	0000805	Halmon, Jamie	\$2,903.88
5/15/2019	0003012	Halsey, Meg	\$1,469.04
5/15/2019	0198760	Harris, Brittany	\$1,605.28
5/15/2019	0003113	Hauswald, Carol	\$293.81
5/15/2019	0003118	Hayward, James	\$102.56
5/15/2019	0165694	Helmus, Sara	\$3,880.04
5/15/2019	0193606	Hernandez, Francisco	\$1,876.88
5/15/2019	0000841	Herrera, Michelle	\$2,314.42
5/15/2019	0159384	Herrmann, Julianne	\$2,540.83
5/15/2019	0198085	Herron, Jesse	\$854.64
5/15/2019	0002953	Hirsch, Maynard	\$693.71
5/15/2019	0000922	Huff, Cheryl	\$707.79
5/15/2019	0002912	Imburgia, Joseph	\$838.68
5/15/2019	0061134	Iniquez, Jennifer	\$2,662.33
5/15/2019	0174916	Iniquez, Michael	\$2,769.04
5/15/2019	0176980	Jacklin, William	\$4,685.00
5/15/2019	0000876	Jaimes, Nydia	\$2,242.75
5/15/2019	0002876	Jaquez, Evelyn	\$2,046.46
5/15/2019	0107686	Jara, Blanca	\$3,591.67
5/15/2019	0156123	Jeffries, Nancy	\$1,583.96
5/15/2019	0003136	Jenkins, Anthony	\$771.70
5/15/2019	0000785	Johnson, Caroline	\$2,314.42
5/15/2019	0060105	Jonas, David	\$3,232.27
5/15/2019	0003017	Jundt, Gene	\$771.70
5/15/2019	0003021	Kamien, Linda	\$734.52
5/15/2019	0003153	Karasek, Robert	\$589.83
5/15/2019	0020803	Karlberg, Jeffrey	\$133.54
5/15/2019	0000870	Kasproicz, Michael	\$4,749.44
5/15/2019	0183161	Kelikian, Amara	\$1,474.69
5/15/2019	0003157	Kelikian, Toulia	\$5,002.00
5/15/2019	0106675	Khalifeh, Khalaf	\$841.30
5/15/2019	0165341	Klementzos, Jennifer	\$1,826.83
5/15/2019	0197672	Knappe, Michele	\$4,071.92
5/15/2019	0158400	Knickerbocker, Sharon	\$638.01
5/15/2019	0000004	Kott, Micheal	\$3,956.04
5/15/2019	0000021	Koutny, Linda	\$2,465.92

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0002957	Kupec, Debra	\$2,720.49
5/15/2019	0107914	Labno, David	\$2,104.66
5/15/2019	0003171	Lasorella, Dalaria	\$517.70
5/15/2019	0003023	Latham-Williams, Karen	\$1,434.52
5/15/2019	0003176	Leven, Robert	\$380.02
5/15/2019	0184718	Lewis, Ann	\$750.00
5/15/2019	0190139	Li, Jiarong	\$427.32
5/15/2019	0000811	Lind, Carmen	\$3,657.83
5/15/2019	0000833	Litwicki, Mark	\$4,892.00
5/15/2019	0002926	Lopez, Beda	\$73.94
5/15/2019	0003025	Lopez, Flora	\$707.79
5/15/2019	0003094	Lopez, Noe	\$349.44
5/15/2019	0002037	LoPresti, Joseph	\$979.03
5/15/2019	0027824	Lorgus, Richard	\$629.00
5/15/2019	0167416	Lozano, Cynthia	\$1,625.00
5/15/2019	0003033	Lozano, Gloria	\$1,826.83
5/15/2019	0003026	Lubeck, Sarah	\$1,505.76
5/15/2019	0194045	Lullo, Ronald	\$3,800.00
5/15/2019	0172876	Lundquist, Heidi	\$2,184.29
5/15/2019	0003100	Lyons, Kenneth	\$984.26
5/15/2019	0196609	Macario, Ana	\$1,669.97
5/15/2019	0173996	Mallett, Klaudia	\$667.72
5/15/2019	0154317	Mangia, Vlasta	\$1,630.71
5/15/2019	0194869	Manning, Bryant	\$2,704.28
5/15/2019	0090401	Mantzakides, Thomas	\$2,308.79
5/15/2019	0192111	Markel, Carolyn	\$2,791.25
5/15/2019	0037631	Marquez, Carlos	\$427.32
5/15/2019	0003027	Marquez, Maria	\$707.79
5/15/2019	0000822	Martinez, Blanca	\$1,901.71
5/15/2019	0167581	Martinez Jr, Salvador	\$1,464.01
5/15/2019	0020545	Martinez, Pearl	\$489.65
5/15/2019	0000955	Martinez, Raul	\$2,436.74
5/15/2019	0192110	Martin, Joanna	\$2,166.67
5/15/2019	0183993	Martino, Shannon	\$685.29
5/15/2019	0000869	Marzullo, Frank	\$7,475.00
5/15/2019	0017224	Mata, Gabriela	\$1,817.96
5/15/2019	0003232	Mathelier, Lisa	\$2,266.74

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0003106	Matthews, Kay	\$693.71
5/15/2019	0000909	McGhee, Edward	\$3,445.04
5/15/2019	0002697	McLaughlin, Keith	\$7,854.54
5/15/2019	0003030	McManmon, Zoe	\$771.70
5/15/2019	0016851	Medina, Gabriel	\$534.15
5/15/2019	0002885	Miculinic, Bonnie	\$708.33
5/15/2019	0003032	Miral, Luis	\$734.52
5/15/2019	0170780	Miranda, Ashley	\$978.22
5/15/2019	0000769	Mohr, Michele	\$4,327.42
5/15/2019	0002467	Montgomery, Jered	\$667.71
5/15/2019	0002708	Montoro, Roger	\$2,374.50
5/15/2019	0054966	Montoro, Roger	\$1,406.04
5/15/2019	0000839	Moore, Linda	\$3,409.75
5/15/2019	0155712	Moreno, Benjamin	\$587.42
5/15/2019	0076708	Moreno, Berta	\$519.33
5/15/2019	0003131	Moses, Calvin	\$342.98
5/15/2019	0197664	Mosqueda, Claudia	\$3,333.33
5/15/2019	0187216	Moss, Neil	\$2,132.86
5/15/2019	0192221	Mota Andrade, Jorge	\$826.15
5/15/2019	0192112	Mulvey, Irene	\$2,951.16
5/15/2019	0170685	Munoz, Erica	\$1,370.79
5/15/2019	0002935	Murphy, Martha	\$232.96
5/15/2019	0000862	Napoletano, Elizabeth	\$560.14
5/15/2019	0000815	Nedza, Michael	\$4,976.78
5/15/2019	0111554	Nieves, Samantha	\$1,591.67
5/15/2019	0049422	Ocampo, Jose	\$2,811.11
5/15/2019	0000928	O'Connell, James	\$2,615.30
5/15/2019	0081992	O'Halloran, Denis	\$333.86
5/15/2019	0189933	Olvera, Roberto	\$2,154.67
5/15/2019	0195021	Ostojic, Gordana	\$2,966.50
5/15/2019	0000747	Paez, Elizabeth	\$3,020.19
5/15/2019	0197372	Paluka, Stephanie	\$448.96
5/15/2019	0000951	Paneral, Beth	\$2,714.44
5/15/2019	0197448	Parrish, Vanessa	\$2,916.67
5/15/2019	0002913	Pearson, Dennis	\$4,572.26
5/15/2019	0000820	Pencheva, Tsonka	\$5,343.76
5/15/2019	0007939	Perez, Armando	\$2,117.29

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0000863	Perez, Guadalupe	\$1,901.67
5/15/2019	0049083	Perez, Guadalupe	\$621.96
5/15/2019	0003036	Perez, Margarita	\$734.52
5/15/2019	0000776	Perez, Mireya	\$5,155.13
5/15/2019	0083410	Perez, Sonia	\$2,308.79
5/15/2019	0003160	Perusich, James	\$620.26
5/15/2019	0003038	Pettus, Exodus	\$707.79
5/15/2019	0197973	Phillips, Cynthia	\$463.40
5/15/2019	0177526	Pierce, Tommy	\$4,377.50
5/15/2019	0194866	Ploszaj, Randi	\$2,001.75
5/15/2019	0193219	Polak, Brian	\$2,500.00
5/15/2019	0000752	Porod, Eric	\$3,257.08
5/15/2019	0160605	Primm, Rebecca	\$3,948.72
5/15/2019	0195558	Pulaski, Andrew	\$3,271.75
5/15/2019	0000848	Pullia, Nicole	\$1,681.21
5/15/2019	0041753	Quiroga-Nevarez, Daiana	\$2,257.96
5/15/2019	0000743	Raigoza, Suzanna	\$2,966.67
5/15/2019	0188076	Ramirez, Aurelia	\$1,686.87
5/15/2019	0003041	Ramirez, Elaine	\$707.79
5/15/2019	0000889	Ramirez, Jose	\$3,285.60
5/15/2019	0000953	Raygoza, Liliana	\$2,200.00
5/15/2019	0156449	Raymond, Mary	\$4,012.75
5/15/2019	0000726	Reft, Jennifer	\$4,367.94
5/15/2019	0168949	Rein, Jack	\$701.51
5/15/2019	0003168	Reynard, Michael	\$419.73
5/15/2019	0189140	Ridyard, Melissa	\$2,795.42
5/15/2019	0003172	Ritz, Jim	\$674.13
5/15/2019	0000872	Rivas, Angel	\$2,023.53
5/15/2019	0000795	Rivera, Doris	\$2,665.13
5/15/2019	0000925	Rivera, Juan	\$2,232.79
5/15/2019	0000748	Rodriguez, Diana	\$2,314.42
5/15/2019	0156404	Rodriguez Jr, Jesus	\$2,205.38
5/15/2019	0003042	Rohl, Michael	\$752.88
5/15/2019	0000851	Roland, H.M. Joyce	\$890.88
5/15/2019	0056628	Roman, Daniel	\$4,891.67
5/15/2019	0161489	Romero, Julian	\$2,873.21
5/15/2019	0165693	Romero Yuste, Maria	\$5,673.77

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0192553	Rose, Charles	\$2,735.91
5/15/2019	0195019	Roselund, David	\$2,390.29
5/15/2019	0000797	Ruiz, Ruben	\$6,155.15
5/15/2019	0197705	Russo Neri, Trisha	\$2,039.29
5/15/2019	0000754	Sajatovic, Mark	\$1,999.46
5/15/2019	0168430	Saldana-Huerta, Carolina	\$1,583.96
5/15/2019	0156479	Samplawski, Phyllis	\$698.88
5/15/2019	0197693	Sanchez, Alejandro	\$2,078.04
5/15/2019	0000907	Sanchez, Luis	\$5,940.18
5/15/2019	0003044	Sanchez, Pedro	\$752.88
5/15/2019	0003018	Sandoval, Jamie	\$448.11
5/15/2019	0162444	Sanei, Maxwell	\$197.84
5/15/2019	0000737	Sarther, Diane	\$6,712.24
5/15/2019	0003149	Sassetti, James	\$717.54
5/15/2019	0000921	Scatchell, Candyce	\$2,327.83
5/15/2019	0003134	Schmidt, Joseph	\$597.48
5/15/2019	0192448	Schmidt, Michael	\$554.09
5/15/2019	0000860	Schoepf, Cheryl	\$2,310.75
5/15/2019	0195022	Schreier, Jennifer	\$2,611.92
5/15/2019	0160546	Schrey, Courtney	\$621.24
5/15/2019	0163224	Schultz, Arthur	\$284.88
5/15/2019	0002668	Sedaie, Behrooz	\$4,588.22
5/15/2019	0189751	Selvaggio, Nicole	\$1,195.07
5/15/2019	0000731	Seo, Kymberly	\$5,620.47
5/15/2019	0002709	Shouba, Derek	\$4,792.08
5/15/2019	0197702	Simmon, Marigold	\$3,295.35
5/15/2019	0197678	Skurski, Katherine	\$3,658.32
5/15/2019	0003089	Sleeth, Bradley	\$3,278.59
5/15/2019	0195181	Smith, Caleb	\$256.39
5/15/2019	0003170	Smith, Duane	\$1,250.97
5/15/2019	0003165	Smith-Irowa, Pamela	\$1,003.21
5/15/2019	0181260	Smith, Jeanine	\$696.65
5/15/2019	0000789	Smith, Maria	\$2,308.79
5/15/2019	0000939	Sonnier, Celeste	\$4,286.21
5/15/2019	0000842	Soto, Marlene	\$2,207.60
5/15/2019	0125437	Soto, Yasna	\$1,425.17
5/15/2019	0000943	Spaniol, Scott	\$4,146.77

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0003155	Spoleti, Thomas	\$652.90
5/15/2019	0160304	Stanukinas, Melissa	\$2,123.75
5/15/2019	0182711	Steadman, Michael	\$593.52
5/15/2019	0184165	Stefanski, Eric	\$296.76
5/15/2019	0000759	Steinhaus, Julie	\$1,805.92
5/15/2019	0005838	Steinz, Margaret	\$1,469.04
5/15/2019	0003141	Stevens, Jane	\$734.52
5/15/2019	0003137	Stewart, Constance	\$371.31
5/15/2019	0000761	Styer, Audrey	\$5,279.56
5/15/2019	0003130	Sun, Yizhong	\$326.34
5/15/2019	0189488	Swint, Ashley	\$605.37
5/15/2019	0000897	Sykora, Donald	\$5,181.64
5/15/2019	0156444	Talwar, Sundeep	\$512.78
5/15/2019	0154190	Taylor, Kimberly	\$698.89
5/15/2019	0161138	Tejeda, Erika	\$3,004.17
5/15/2019	0159232	Thelemaque, Cristina	\$1,109.57
5/15/2019	0003048	Tito, Frank	\$752.88
5/15/2019	0194864	Tomchek, Ryan	\$2,831.67
5/15/2019	0000738	Torres, Gina	\$2,739.04
5/15/2019	0160493	Traver, David	\$559.12
5/15/2019	0003051	Trevino-Garcia, Linda	\$542.99
5/15/2019	0000914	Tupa, Aline	\$1,000.00
5/15/2019	0002931	Turner, Jocelyn	\$310.62
5/15/2019	0000019	Ulbrich, Scott	\$3,011.67
5/15/2019	0003107	Vacek, Sarah	\$979.35
5/15/2019	0055604	Valdez, Ana	\$2,517.95
5/15/2019	0003057	Valeriano, Joann	\$372.74
5/15/2019	0000886	Vargas, Maria	\$2,454.07
5/15/2019	0166301	Vega-Huezo, Wendy	\$3,190.46
5/15/2019	0000808	Velazquez, Marisol	\$4,637.46
5/15/2019	0152888	Voight, William	\$660.06
5/15/2019	0196031	Wagner, Richard	\$1,747.99
5/15/2019	0195020	Walker, K Russell	\$2,964.72
5/15/2019	0000868	Walley, Cynthia	\$5,927.83
5/15/2019	0003186	Walsh, Irene	\$173.21
5/15/2019	0013245	Warren, John	\$3,438.79
5/15/2019	0000803	Wedge, Frances	\$4,334.12

Morton College - Payroll Register - Period Ending May 15, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/15/2019	0191249	Westlove, Michael	\$766.43
5/15/2019	0163956	Wiehle, Michael	\$267.08
5/15/2019	0160501	Willit, James	\$559.12
5/15/2019	0190102	Windham, Brandie	\$3,276.50
5/15/2019	0003059	Winningham, Susan	\$734.52
5/15/2019	0000736	Wood, Robert	\$5,764.42
5/15/2019	0133829	Yaghoubi, Poupak	\$597.87
5/15/2019	0000942	Yanez, Rodolfo	\$2,398.63
5/15/2019	0003061	Zabransky, Angela	\$358.49
5/15/2019	0000813	Zukauskas, Karolis	\$3,892.79

Total Paid \$717,635.34

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0002980	Abate, Nannette	\$377.49
5/31/2019	0000770	Abrahamson, Maura	\$7,276.15
5/31/2019	0000835	Alcala, Sandra	\$2,289.42
5/31/2019	0003069	Alexandru, Vica	\$223.64
5/31/2019	0003324	Alonso, Erika	\$1,591.67
5/31/2019	0000809	Alonso, Hernan	\$1,476.34
5/31/2019	0181767	Anderson, Maria	\$3,498.00
5/31/2019	0000749	Angelilli, Jennifer	\$2,172.54
5/31/2019	0156009	Arias, Olga	\$1,621.43
5/31/2019	0019085	Arzola, Nereida	\$1,800.50
5/31/2019	0000799	Avalos-Thompson, Marlena	\$3,506.54
5/31/2019	0197414	Balek, Ludwig	\$2,301.75
5/31/2019	0000740	Banda, Magda	\$3,578.54
5/31/2019	0192466	Banks, Theodora	\$640.98
5/31/2019	0000781	Barajas, Sandra	\$1,681.20
5/31/2019	0003075	Behling, William	\$381.95
5/31/2019	0178376	Belcaster, Joseph	\$3,175.00
5/31/2019	0000750	Belcaster, Nicholas	\$2,030.59
5/31/2019	0194428	Bertuca, Anthony	\$549.00
5/31/2019	0000845	Bluemer, Judy	\$7,228.50
5/31/2019	0003082	Bondlow, Fred	\$561.50
5/31/2019	0000918	Bonin, Eileen	\$2,096.33
5/31/2019	0000757	Boodoosingh, Savitri	\$235.05
5/31/2019	0076654	Bradley, Adam	\$1,818.50
5/31/2019	0002984	Bridges, Maureen	\$401.54
5/31/2019	0197675	Brown, Michael	\$3,125.00
5/31/2019	0000915	Bulat, Cheryl	\$300.00
5/31/2019	0184720	Buongiorno, Joseph	\$850.00
5/31/2019	0182499	Buongiorno, Mary	\$1,000.00
5/31/2019	0194040	Burandt, Edmund	\$1,581.68
5/31/2019	0194871	Callon, Michael	\$2,636.68
5/31/2019	0184403	Campbell, Elbert	\$561.22
5/31/2019	0156655	Cappetta, Leilani	\$2,201.24
5/31/2019	0000924	Casey, Craig	\$4,909.71
5/31/2019	0000829	Casey, Robert	\$4,323.22
5/31/2019	0192108	Cashman, Laurie	\$3,806.25
5/31/2019	0002990	Castillo, Carolina	\$1,905.76

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0192109	Ceaser, Sanyea	\$2,537.50
5/31/2019	0057275	Cebelinski, Joseph	\$1,791.79
5/31/2019	0159466	Cervantes, Isabel	\$1,462.12
5/31/2019	0000884	Cienfuegos, Lillian	\$1,991.02
5/31/2019	0181564	Cisco Jr, Taylor	\$950.24
5/31/2019	0003192	Cisneros, Sharon	\$1,116.48
5/31/2019	0094966	Clemente, Antonio	\$2,233.71
5/31/2019	0162406	Cline, Irina	\$2,266.00
5/31/2019	0007800	Corral, Iris	\$782.76
5/31/2019	0003191	Corte, Anthony	\$955.16
5/31/2019	0002933	Craig, Marilyn	\$2,058.35
5/31/2019	0000794	Crockett, Janet	\$4,783.96
5/31/2019	0186164	Czuba, Michael	\$474.80
5/31/2019	0000843	Davidson, Jody	\$2,906.12
5/31/2019	0000790	De La Torre, Refugio	\$2,389.22
5/31/2019	0190883	Delgado, Sally	\$2,533.53
5/31/2019	0000763	Diaz, Maria	\$1,702.00
5/31/2019	0000917	Dominguez, Carlos	\$3,397.02
5/31/2019	0003185	Drew, John	\$235.05
5/31/2019	0170558	Drury, Benjamin	\$2,714.92
5/31/2019	0003183	Dukes, Jackie	\$315.85
5/31/2019	0195561	Dulabaum, Nina	\$18,946.50
5/31/2019	0003181	Dutt, Eric	\$1,531.06
5/31/2019	0195025	Edgar, Jason	\$52.80
5/31/2019	0003179	Eshafi, Nouri	\$528.86
5/31/2019	0000828	Fabiyi, Edith	\$4,233.00
5/31/2019	0003208	Falbo, Lydia	\$4,690.63
5/31/2019	0003210	Farina, Peter	\$822.67
5/31/2019	0003212	Farnsworth, Dan	\$398.32
5/31/2019	0000814	Favela, Martha	\$1,833.25
5/31/2019	0000762	Fejt, George	\$3,394.88
5/31/2019	0000777	Felice, Susan	\$3,238.04
5/31/2019	0024667	Festa, John	\$269.37
5/31/2019	0079155	Fields, Stanley	\$11,360.37
5/31/2019	0193664	Florio, Joseph	\$4,008.33
5/31/2019	0092824	Folkers, Jeff	\$1,716.57
5/31/2019	0000938	Gan, Xiaoling	\$3,316.08

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0000838	Garcia-Searle, Brenda	\$2,533.92
5/31/2019	0000879	Garza, Sylvia	\$2,091.42
5/31/2019	0170257	Gasca, Guillermo	\$2,308.79
5/31/2019	0000935	Gatyas, Kenton	\$5,460.08
5/31/2019	0000724	Gilligan, Brian	\$3,187.54
5/31/2019	0000896	Ginley, Steven	\$4,843.05
5/31/2019	0156018	Glover, Brian	\$448.11
5/31/2019	0192827	Gourlay, Jonathan	\$2,962.63
5/31/2019	0197670	Graham, Leslie	\$2,083.33
5/31/2019	0189759	Green, Amy	\$3,153.40
5/31/2019	0000892	Grice, James	\$6,631.86
5/31/2019	0000788	Gutierrez, Rosa	\$2,355.39
5/31/2019	0003110	Halm, James	\$528.68
5/31/2019	0000805	Halmon, Jamie	\$2,903.88
5/31/2019	0003113	Hauswald, Carol	\$528.86
5/31/2019	0165694	Helmus, Sara	\$3,269.69
5/31/2019	0193606	Hernandez, Francisco	\$1,876.88
5/31/2019	0000841	Herrera, Michelle	\$2,314.42
5/31/2019	0159384	Herrmann, Julianne	\$2,540.83
5/31/2019	0002953	Hirsch, Maynard	\$235.05
5/31/2019	0002912	Imburgia, Joseph	\$838.68
5/31/2019	0061134	Iniquez, Jennifer	\$2,662.33
5/31/2019	0174916	Iniquez, Michael	\$1,369.80
5/31/2019	0176980	Jacklin, William	\$4,685.00
5/31/2019	0000876	Jaimes, Nydia	\$2,242.75
5/31/2019	0002876	Jaquez, Evelyn	\$2,046.46
5/31/2019	0107686	Jara, Blanca	\$3,591.67
5/31/2019	0156123	Jeffries, Nancy	\$1,583.96
5/31/2019	0003136	Jenkins, Anthony	\$246.94
5/31/2019	0000785	Johnson, Caroline	\$2,314.42
5/31/2019	0060105	Jonas, David	\$3,052.34
5/31/2019	0003017	Jundt, Gene	\$857.45
5/31/2019	0003021	Kamien, Linda	\$816.14
5/31/2019	0020803	Karlberg, Jeffrey	\$133.54
5/31/2019	0000870	Kasprowicz, Michael	\$6,316.94
5/31/2019	0183161	Kelikian, Amara	\$1,474.69
5/31/2019	0003157	Kelikian, Toulia	\$4,192.00

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0106675	Khalifeh, Khalaf	\$841.30
5/31/2019	0165341	Klementzos, Jennifer	\$1,826.83
5/31/2019	0197672	Knappe, Michele	\$4,071.92
5/31/2019	0158400	Knickerbocker, Sharon	\$223.64
5/31/2019	0000004	Kott, Micheal	\$3,956.04
5/31/2019	0000021	Koutny, Linda	\$2,465.92
5/31/2019	0002957	Kupec, Debra	\$2,865.08
5/31/2019	0107914	Labno, David	\$2,319.76
5/31/2019	0003171	Lasorella, Dalanía	\$741.34
5/31/2019	0003176	Leven, Robert	\$246.94
5/31/2019	0184718	Lewis, Ann	\$650.00
5/31/2019	0000811	Lind, Carmen	\$3,657.83
5/31/2019	0000833	Litwicki, Mark	\$4,892.00
5/31/2019	0002926	Lopez, Beda	\$73.94
5/31/2019	0002037	LoPresti, Joseph	\$652.69
5/31/2019	0027824	Lorgus, Richard	\$503.20
5/31/2019	0167416	Lozano, Cynthia	\$1,625.00
5/31/2019	0003033	Lozano, Gloria	\$1,826.83
5/31/2019	0003026	Lubeck, Sarah	\$836.54
5/31/2019	0194045	Lullo, Ronald	\$3,800.00
5/31/2019	0172876	Lundquist, Heidi	\$2,184.29
5/31/2019	0003100	Lyons, Kenneth	\$1,596.36
5/31/2019	0196609	Macario, Ana	\$1,388.39
5/31/2019	0173996	Mallett, Klaudia	\$213.67
5/31/2019	0154317	Mangia, Vlasta	\$2,910.22
5/31/2019	0194869	Manning, Bryant	\$2,253.08
5/31/2019	0090401	Mantzakides, Thomas	\$2,308.79
5/31/2019	0192111	Markel, Carolyn	\$2,791.25
5/31/2019	0037631	Marquez, Carlos	\$427.32
5/31/2019	0000822	Martinez, Blanca	\$1,901.71
5/31/2019	0167581	Martinez Jr, Salvador	\$712.22
5/31/2019	0000955	Martinez, Raul	\$2,719.72
5/31/2019	0192110	Martin, Joanna	\$2,166.67
5/31/2019	0000869	Marzullo, Frank	\$7,475.00
5/31/2019	0017224	Mata, Gabriela	\$1,817.96
5/31/2019	0003232	Mathelier, Lisa	\$2,266.74
5/31/2019	0003106	Matthews, Kay	\$235.05

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0000909	McGhee, Edward	\$1,963.56
5/31/2019	0002697	McLaughlin, Keith	\$7,854.54
5/31/2019	0002885	Miculinic, Bonnie	\$240.00
5/31/2019	0170780	Miranda, Ashley	\$1,504.36
5/31/2019	0000769	Mohr, Michele	\$3,670.48
5/31/2019	0002467	Montgomery, Jered	\$419.10
5/31/2019	0002708	Montoro, Roger	\$2,674.34
5/31/2019	0054966	Montoro, Roger	\$1,406.04
5/31/2019	0000839	Moore, Linda	\$3,457.75
5/31/2019	0155712	Moreno, Benjamin	\$587.42
5/31/2019	0076708	Moreno, Berta	\$733.00
5/31/2019	0197664	Mosqueda, Claudia	\$2,717.95
5/31/2019	0187216	Moss, Neil	\$1,800.46
5/31/2019	0192221	Mota Andrade, Jorge	\$256.39
5/31/2019	0192112	Mulvey, Irene	\$2,365.04
5/31/2019	0170685	Munoz, Erica	\$1,370.79
5/31/2019	0000815	Nedza, Michael	\$4,762.49
5/31/2019	0111554	Nieves, Samantha	\$1,591.67
5/31/2019	0049422	Ocampo, Jose	\$1,369.80
5/31/2019	0000928	O'Connell, James	\$5,109.88
5/31/2019	0189933	Olvera, Roberto	\$1,332.02
5/31/2019	0195021	Ostojic, Gordana	\$2,716.50
5/31/2019	0000747	Paez, Elizabeth	\$3,020.19
5/31/2019	0000951	Paneral, Beth	\$1,660.89
5/31/2019	0197448	Parrish, Vanessa	\$2,916.67
5/31/2019	0002913	Pearson, Dennis	\$4,572.26
5/31/2019	0000820	Pencheva, Tsonka	\$4,940.17
5/31/2019	0007939	Perez, Armando	\$2,906.75
5/31/2019	0000863	Perez, Guadalupe	\$1,813.90
5/31/2019	0000776	Perez, Mireya	\$5,155.13
5/31/2019	0083410	Perez, Sonia	\$2,308.79
5/31/2019	0003160	Perusich, James	\$1,116.48
5/31/2019	0003038	Pettus, Exodus	\$786.44
5/31/2019	0197973	Phillips, Cynthia	\$463.40
5/31/2019	0177526	Pierce, Tommy	\$4,377.50
5/31/2019	0194866	Ploszaj, Randi	\$2,001.75
5/31/2019	0193219	Polak, Brian	\$2,500.00

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0000752	Porod, Eric	\$3,257.08
5/31/2019	0160605	Primm, Rebecca	\$2,908.72
5/31/2019	0195558	Pulaski, Andrew	\$4,262.46
5/31/2019	0000848	Pullia, Nicole	\$1,681.21
5/31/2019	0041753	Quiroga-Nevarez, Daiana	\$2,257.96
5/31/2019	0000743	Raigoza, Suzanna	\$2,966.67
5/31/2019	0188076	Ramirez, Aurelia	\$1,329.95
5/31/2019	0000889	Ramirez, Jose	\$1,791.31
5/31/2019	0000953	Raygoza, Liliana	\$2,200.00
5/31/2019	0156449	Raymond, Mary	\$3,340.96
5/31/2019	0000726	Reft, Jennifer	\$4,106.69
5/31/2019	0189140	Ridyard, Melissa	\$2,795.42
5/31/2019	0003172	Ritz, Jim	\$582.73
5/31/2019	0000872	Rivas, Angel	\$1,925.02
5/31/2019	0000795	Rivera, Doris	\$2,665.13
5/31/2019	0000925	Rivera, Juan	\$2,232.79
5/31/2019	0000748	Rodriguez, Diana	\$2,314.42
5/31/2019	0156404	Rodriguez Jr, Jesus	\$2,205.38
5/31/2019	0000851	Roland, H.M. Joyce	\$836.54
5/31/2019	0056628	Roman, Daniel	\$666.67
5/31/2019	0161489	Romero, Julian	\$1,369.80
5/31/2019	0165693	Romero Yuste, Maria	\$696.66
5/31/2019	0192553	Rose, Charles	\$1,945.41
5/31/2019	0195019	Roselund, David	\$2,390.29
5/31/2019	0000797	Ruiz, Ruben	\$5,626.30
5/31/2019	0197705	Russo Neri, Trisha	\$2,039.29
5/31/2019	0000754	Sajatovic, Mark	\$2,156.90
5/31/2019	0168430	Saldana-Huerta, Carolina	\$1,632.70
5/31/2019	0156479	Samplawski, Phyllis	\$223.64
5/31/2019	0197693	Sanchez, Alejandro	\$2,039.29
5/31/2019	0000907	Sanchez, Luis	\$5,868.75
5/31/2019	0003018	Sandoval, Jamie	\$448.11
5/31/2019	0000737	Sarther, Diane	\$6,392.21
5/31/2019	0003149	Sasseti, James	\$561.50
5/31/2019	0000921	Scatchell, Candyce	\$2,327.83
5/31/2019	0003134	Schmidt, Joseph	\$215.09
5/31/2019	0192448	Schmidt, Michael	\$781.99

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0000860	Schoepf, Cheryl	\$2,477.84
5/31/2019	0195022	Schreier, Jennifer	\$2,611.92
5/31/2019	0000731	Seo, Kymberly	\$5,527.47
5/31/2019	0199500	Shimko, Kristen	\$2,126.04
5/31/2019	0002709	Shouba, Derek	\$4,792.08
5/31/2019	0197678	Skurski, Katherine	\$3,571.92
5/31/2019	0003089	Sleeth, Bradley	\$3,426.94
5/31/2019	0195181	Smith, Caleb	\$256.39
5/31/2019	0003170	Smith, Duane	\$754.97
5/31/2019	0003165	Smith-Irowa, Pamela	\$1,481.66
5/31/2019	0181260	Smith, Jeanine	\$465.18
5/31/2019	0000789	Smith, Maria	\$2,308.79
5/31/2019	0000939	Sonnier, Celeste	\$3,510.21
5/31/2019	0000842	Soto, Marlene	\$2,207.60
5/31/2019	0125437	Soto, Yasna	\$1,293.62
5/31/2019	0000943	Spaniol, Scott	\$3,758.33
5/31/2019	0003155	Spoleti, Thomas	\$235.05
5/31/2019	0160304	Stanukinas, Melissa	\$2,123.75
5/31/2019	0184165	Stefanski, Eric	\$296.76
5/31/2019	0000759	Steinhaus, Julie	\$1,805.92
5/31/2019	0003141	Stevens, Jane	\$235.05
5/31/2019	0003137	Stewart, Constance	\$528.86
5/31/2019	0199375	Strauts, Erin	\$2,403.85
5/31/2019	0000761	Styer, Audrey	\$5,279.56
5/31/2019	0189488	Swint, Ashley	\$605.37
5/31/2019	0000897	Sykora, Donald	\$5,110.21
5/31/2019	0156444	Talwar, Sundeep	\$512.78
5/31/2019	0154190	Taylor, Kimberly	\$776.55
5/31/2019	0161138	Tejeda, Erika	\$3,004.17
5/31/2019	0190939	Testa, Mary	\$208.34
5/31/2019	0159232	Thelemaque, Cristina	\$783.23
5/31/2019	0000738	Torres, Gina	\$2,739.04
5/31/2019	0160493	Traver, David	\$559.12
5/31/2019	0002931	Turner, Jocelyn	\$590.18
5/31/2019	0000019	Ulbrich, Scott	\$3,011.67
5/31/2019	0055604	Valdez, Ana	\$2,133.33
5/31/2019	0003057	Valeriano, Joann	\$372.74

Morton College - Payroll Register - Period Ending May 31, 2019

Pay Period End Date	Employee ID	Person Full Name	Pay Period Earnings
5/31/2019	0000886	Vargas, Maria	\$2,475.66
5/31/2019	0166301	Vega-Huezo, Wendy	\$3,190.46
5/31/2019	0000808	Velazquez, Marisol	\$4,637.46
5/31/2019	0152888	Voight, William	\$223.64
5/31/2019	0196031	Wagner, Richard	\$1,448.48
5/31/2019	0195020	Walker, K Russell	\$2,611.92
5/31/2019	0000868	Walley, Cynthia	\$111.11
5/31/2019	0013245	Warren, John	\$3,438.79
5/31/2019	0000803	Wedge, Frances	\$4,334.12
5/31/2019	0163956	Wiehle, Michael	\$267.08
5/31/2019	0160501	Willit, James	\$559.12
5/31/2019	0190102	Windham, Brandie	\$2,442.37
5/31/2019	0000736	Wood, Robert	\$5,795.92
5/31/2019	0133829	Yaghoubi, Poupak	\$782.76
5/31/2019	0000942	Yanez, Rodolfo	\$2,398.63
5/31/2019	0003061	Zabransky, Angela	\$358.49
5/31/2019	0000813	Zukauskas, Karolis	\$3,892.79

Total Paid \$630,123.46

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Anderson](#)
Subject: RE: Board Action item - Monthly Budget Report
Date: Wednesday, June 12, 2019 10:44:42 AM
Attachments: [MC- May 19 Budget.pdf](#)

Proposed Action: THAT THE MONTHLY BUDGET REPORT FOR FISCAL YEAR TO DATE ENDING MAY 2019 BE RECEIVED AND APPROVED AS SUBMITTED.

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

Attachments: Monthly Budget Report

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

Morton College is on Summer schedule and is closed on Fridays through August 9

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.

**Morton Community
College Budget Report
For 11 Month Ending May 31, 2019**



**Morton Community College
Budget Report Summary
May 31, 2019**

92%

<u>Funds</u>	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>Education Fund</u>				
Revenue	\$ 23,240,806	\$ 24,412,476	95.2%	\$ 1,171,670
Expenditures	(19,527,712)	(23,524,057)	83.0%	(3,996,345)
Net	\$ 3,713,094	\$ 888,419		\$ (2,824,675)
<u>Operations & Maintenance Fund</u>				
Revenue	\$ 3,461,359	\$ 3,727,040	92.9%	\$ 265,681
Expenditures	(3,073,040)	(3,726,513)	82.5%	(653,473)
Net	\$ 388,319	\$ 527		\$ (387,792)
<u>Restricted Purpose Fund</u>				
Revenue	\$ 8,468,282	\$ 17,738,108	47.7%	\$ 9,269,826
Expenditures	(9,139,625)	(17,738,108)	51.5%	(8,598,483)
Net	\$ (671,343)	\$ -		\$ 671,343
<u>Audit Fund</u>				
Revenue	\$ 60,847	\$ 88,426	68.8%	\$ 27,579
Expenditures	(2,800)	(85,600)	3.3%	(82,800)
Net	\$ 58,047	\$ 2,826		\$ (55,221)
<u>Liability, Protection & Settlement Fund</u>				
Revenue	\$ 693,502	\$ 778,396	89.1%	\$ 84,894
Expenditures	(550,340)	(752,565)	73.1%	(202,225)
Net	\$ 143,162	\$ 25,831		\$ (117,331)
<u>General Bond Obligation Fund</u>				
Revenue	\$ 769,796	\$ 615,366	125.1%	\$ (154,430)
Expenditures	(515,325)	(576,750)	89.3%	(61,425)
Net	\$ 254,471	\$ 38,616		\$ (215,855)
<u>Operations & Maintenance (Restricted) Fund</u>				
Revenue	\$ 835,146	\$ 3,050,000	27.4%	\$ 2,214,854
Expenditures	(376,587)	(2,050,000)	18.4%	(1,673,413)
Net	\$ 458,559	\$ 1,000,000		\$ 541,441
<u>Working Cash Fund</u>				
Revenue	\$ 214,131	\$ 125,000	171.3%	\$ (89,131)
Expenditures	-	(125,000)	0%	(125,000)
Net	\$ 214,131	\$ -		\$ (214,131)
<u>All Funds</u>				
Revenue	\$ 37,743,869	\$ 50,534,812	74.7%	\$44,689,088
Expenditures	(33,185,429)	(48,578,593)	68.3%	(45,722,401)
Net	\$ 4,558,440	\$ 1,956,219		\$ (1,033,313)

EDUCATION FUND REVENUE
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 6,524,504	\$ 7,257,760	89.9%	\$ 733,256
Total Local Government	\$ 6,524,504	\$ 7,257,760		\$ 733,256
CORPORATE PERSONAL PROPERTY TAXES	\$ 521,118	\$ 650,000	80.2%	\$ 128,882
STATE GOVERNMENT				
ICCB credit hour grants	\$ 1,825,573	\$ 1,917,850	95.2%	\$ 92,277
ICCB equalization grants	3,902,954	4,257,770	91.7%	354,816
CTE formula grant	161,565	-	0.0%	(161,565)
Total State Government	\$ 5,890,092	\$ 6,175,620		\$ 285,528
STUDENT TUITION AND FEES				
Tuition	\$ 8,179,793	\$ 8,279,496	98.8%	\$ 99,703
Fees	1,806,378	1,719,300	105.1%	-87,078
Total Tuition and Fees	\$ 9,986,171	\$ 9,998,796		\$ 12,625
MISCELLANEOUS				
Sales and service fees	\$ 67,262	\$ 84,800	79.3%	\$ 17,538
Investment revenue	251,659	90,000	279.6%	(161,659)
Nongovernmental gifts & scholarships		30,500	0.0%	30,500
Total Other Sources	\$ 318,921	\$ 205,300		\$ (113,621)
Total Revenue	<u>\$ 23,240,806</u>	<u>\$ 24,287,476</u>	<u>95.7%</u>	<u>\$ 1,046,670</u>
Transfers in	\$ -	\$ 125,000	0.0%	\$ 125,000
Total Revenue and Transfers in	<u>\$ 23,240,806</u>	<u>\$ 24,412,476</u>	<u>95.2%</u>	<u>\$ 1,171,670</u>

EDUCATION FUND EXPENDITURES

May 31, 2019

	Actual	Budget	%	Budget Remaining
EXPENDITURES				
By Program:				
Instruction				
Salaries	\$ 7,479,667	\$ 7,772,531	96.2%	\$ 292,864
Employee benefits	663,442	794,901	83.5%	131,459
Contractual services	90,043	144,944	62.1%	54,901
Material and supplies	219,474	667,899	32.9%	448,425
Conferences and meetings	19,630	27,650	71.0%	8,020
Total Instruction	<u>8,472,256</u>	<u>9,407,925</u>	<u>90.1%</u>	<u>935,669</u>
Academic Support				
Salaries	1,100,111	1,264,516	87.0%	164,405
Employee benefits	191,031	206,098	92.7%	15,067
Contractual services	168,344	247,000	68.2%	78,656
Material and supplies	144,581	246,470	58.7%	101,889
Conferences and meetings	32,013	37,900	84.5%	5,887
Fixed charges	36,777	51,359	71.6%	14,582
Other Expenditures	232	1,000	23.2%	768
Total Academic Support	<u>1,673,089</u>	<u>2,054,343</u>	<u>81.4%</u>	<u>381,254</u>
Student Services				
Salaries	1,521,990	1,767,775	86.1%	245,785
Employee benefits	229,524	262,781	87.3%	33,257
Contractual services	272,679	285,870	95.4%	13,191
Material and supplies	44,937	143,780	31.3%	98,843
Conferences and meetings	53,382	71,650	74.5%	18,268
Fixed charges	12,270	14,800	82.9%	2,530
Total Student Services	<u>2,134,782</u>	<u>2,546,656</u>	<u>83.8%</u>	<u>411,874</u>
Public Service/Continuing Education				
Salaries	328,578	300,093	109.5%	(28,485)
Employee benefits	39,537	44,956	87.9%	5,419
Contractual services	28,673	19,879	144.2%	-8,794
Material and supplies	3,476	23,684	14.7%	20,208
Conferences and meetings	1068	2,500	42.7%	1,432
Other tuition/fee waiver	4,394	0	0.0%	-4,394
Total Public Service/Continuing Education	<u>405,726</u>	<u>391,112</u>	<u>103.7%</u>	<u>-14,614</u>
Auxiliary Services				
Salaries	204,827	232,904	87.9%	28,077
Employee benefits	26,114	29,162	89.5%	3,048
Contractual services	212,495	222,000	95.7%	9,505
Material and supplies	96,790	100,880	95.9%	4,090
Conferences and meetings	117,749	123,370	95.4%	5,621
Fixed charges	13,450	16,000	84.1%	2,550
Capital outlay	0	5,000	0.0%	5,000
Total Auxiliary Services	<u>671,425</u>	<u>729,316</u>	<u>92.1%</u>	<u>57,891</u>

EDUCATION FUND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
EXPENDITURES				
Institutional Support				
Salaries	\$ 1,960,704	\$ 2,398,267	81.8%	\$ 437,563
Employee benefits	323,773	438,197	73.9%	114,424
Contractual services	1,132,995	1,329,541	85.2%	196,546
Material and supplies	499,926	636,000	78.6%	136,074
Conferences and meetings	131,935	205,200	64.3%	73,265
Fixed charges	547	1,500	36.5%	953
Other	125,691	125,000	100.6%	-691
Total Institutional Support	<u>4,175,571</u>	<u>5,133,705</u>	<u>81.3%</u>	<u>958,134</u>
Scholarships, Student Grants & Waivers				
Student grants and scholarships	1,870,732	1,029,000	181.8%	(841,732)
Total Scholarships, Student Grants & Waivers	<u>1,870,732</u>	<u>1,029,000</u>	<u>181.8%</u>	<u>(841,732)</u>
Contingencies				
	124,130.00	162,000	76.6%	37,870
Total Expenditures	<u>\$ 19,527,711</u>	<u>\$ 21,454,057</u>	<u>91.0%</u>	<u>\$ 1,926,346</u>
Transfers out	-	2,070,000	0.0%	2,070,000
Total Expenditures and Transfers out	<u>\$19,527,711</u>	<u>\$ 23,524,057</u>	<u>83.0%</u>	<u>\$3,996,346</u>

OPERATION & MAINTENANCE FUND REVENUE AND EXPENDITURES
May 31, 2019

	Actual	Budget	%	Budget Remaining
REVENUE				
LOCAL GOVERNMENT				
Property taxes	\$ 1,264,126	\$ 1,423,040	88.8%	\$ 158,914
CORPORATE PERSONAL PROPERTY TAXES	521,118	650,000	80.2%	128,882
STUDENT FEES				
Fees	1,630,910	1,630,000	100.1%	-910
Total Student Fees	1,630,910	1,630,000	100.1%	-910
MISCELLANEOUS				
Sales and service fees	95	5,000	1.9%	4,905
Facilities	32,050	14,000	228.9%	-18,050
Investment revenue	13,060	5,000	261.2%	(8,060)
Total Miscellaneous	45,205	24,000	188.4%	-21,205
Total Revenue	\$ 3,461,359	\$ 3,727,040	92.9%	\$ 265,681
EXPENDITURES				
By Program:				
Operations and Maintenance of Plant				
Salaries	\$1,676,007	\$1,861,569	90.0%	\$185,562
Employee benefits	219,277	266,505	82.3%	47,228
Contractual services	287,034	493,900	58.1%	206,866
Material and supplies	103,987	173,000	60.1%	69,013
Conferences and meetings	1514	6,000	25.2%	4,486
Utilities	744,875	860,100	86.6%	115,225
Capital outlay	40,346.00	55,439	72.8%	15,093
Other	-	10,000	0.0%	10,000
Total Operations and Maintenance of Plant	3,073,040	3,726,513	82.5%	653,473
Total Expenditures	\$ 3,073,040	\$ 3,726,513	82.5%	\$ 653,473

RESTRICTED PURPOSE FUND REVENUE
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
REVENUE				
STATE GOVERNMENT				
ICCB - adult education	\$782,192	\$1,310,850	59.7%	\$528,658
ISBE grant revenue- other	202,744	267,362	75.8%	64,618
Other Sources	43,227	3,708,227	1.2%	3,665,000
Total State Government	<u>1,028,163</u>	<u>5,286,439</u>	<u>19.4%</u>	<u>4,258,276</u>
FEDERAL GOVERNMENT				
Department of education	7,440,120	12,451,669	59.8%	5,011,549
Other	-	-	0.0%	-
Total Federal Government	<u>7,440,120</u>	<u>12,451,669</u>	<u>59.8%</u>	<u>5,011,549</u>
Total Revenue	<u>\$ 8,468,283</u>	<u>\$ 17,738,108</u>	<u>47.7%</u>	<u>\$ 9,269,825</u>

RESTRICTED PURPOSE FUND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>EXPENDITURES</u>				
By Program:				
Instruction				
Salaries	\$ 1,157,574	\$ 1,335,344	86.7%	\$ 177,770
Employee benefits	111,358	2,066,942	5.4%	1,955,584
Contractual services	11,119	38,775	28.7%	27,656
Material and supplies	161,401	285,936	56.4%	124,535
Conferences and meetings	11,333	36,990	30.6%	25,657
Capital Outlay	-	-	0.0%	-
Other Fixed Charges	9,213	22,676	40.6%	13,463
Student grants and scholarships	16,865.00	23,174	72.8%	6,309.00
Total Instruction	<u>1,478,863</u>	<u>3,809,837</u>	<u>38.8%</u>	<u>1,870,387</u>
Academic Support				
Employee benefits	-	250,000	0.0%	250,000
Total Academic Support	<u>-</u>	<u>250,000</u>	<u>0.0%</u>	<u>250,000</u>
Student Services				
Salaries	114,288	141,105	81.0%	26,817
Employee benefits	11,169	414,488	2.7%	403,319
Material and supplies	954	21,183	4.5%	20,229
Conferences and meetings	1,339	2,070	64.7%	731
Fixed charges	9,497	18,308	51.9%	8,811
Total Student Services	<u>137,247</u>	<u>597,154</u>	<u>23.0%</u>	<u>459,907</u>
Public Service/Continuing Education				
Salaries	166,150	206,814	80.3%	40,664
Employee benefits	34,511	116,200	29.7%	81,689
Contractual services	672	3,000	22.4%	2,328
Material and supplies	1,554	10,738	14.5%	9,184
Conferences and meetings	12,430	20,610	60.3%	8,180
Total Public Service/Continuing Education	<u>215,317</u>	<u>357,362</u>	<u>60.3%</u>	<u>142,045</u>

RESTRICTED PURPOSE FUND REVENUE AND EXPENDITURES
May 31, 2019

	<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	<u>-</u>	<u>125,000</u>	<u>0.0%</u>	<u>125,000</u>
Operations and Maintenance of Plant				
Employee benefits	-	450,000	0.0%	450,000
Total Operation and Maintenance of Plant	<u>-</u>	<u>450,000</u>	<u>0.0%</u>	<u>450,000</u>
Institutional Support				
Employee benefits	-	400,000	0.0%	400,000
Total Institutional Support	<u>-</u>	<u>400,000</u>	<u>0.0%</u>	<u>400,000</u>
Scholarships, Student Grants & Waivers				
Salaries	94,975	97,661	97.2%	2,686
Student grants and scholarships	7,213,225	11,651,094	61.9%	4,437,869
<u>Total Scholarships, Student Grants & Waivers</u>	<u>7,308,200</u>	<u>11,748,755</u>	<u>62.2%</u>	<u>4,440,555</u>
<u>Total Expenditures</u>	<u>\$ 9,139,627</u>	<u>\$ 17,738,108</u>	<u>51.5%</u>	<u>\$ 8,137,894</u>

AUDIT FUND REVENUE AND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	<u>\$ 60,867</u>	<u>\$ 68,376</u>	<u>89.0%</u>	<u>\$ 7,509</u>
<u>MISCELLANEOUS</u>				
Investment revenue	<u>7</u>	<u>50</u>	<u>14.0%</u>	<u>43</u>
<u>Total Revenue</u>	<u>\$ 60,874</u>	<u>\$ 68,426</u>	<u>89.0%</u>	<u>\$ 7,552</u>
<u>Transfers in</u>	-	20,000	0.0%	20,000
<u>Total Revenue and Transfers in</u>	<u>\$ 60,874</u>	<u>\$ 88,426</u>	<u>68.8%</u>	<u>\$ 27,552</u>
<u>EXPENDITURES</u>				
<u>By Program:</u>				
<u>Institutional Support</u>				
Contractual services	<u>2,800.00</u>	<u>85,600</u>	<u>3.3%</u>	<u>82,800</u>
<u>Total Expenditures</u>	<u>\$ 2,800</u>	<u>\$ 85,600</u>	<u>3.3%</u>	<u>\$ 82,800</u>

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	\$ 693,451	\$ 778,296	89.1%	\$ 84,845
MISCELLANEOUS				
Investment revenue	51	100	51.0%	49
Total Revenue	<u>\$ 693,502</u>	<u>\$ 778,396</u>	<u>89.1%</u>	<u>\$ 84,894</u>
<u>EXPENDITURES</u>				
<u>By Program:</u>				
Instruction				
Employee benefits	118,135	110,000	107.4%	(8135)
Academic Support				
Employee benefits	13,796	15,500	89.0%	1704
Student Services				
Employee benefits	18,142	18,000	100.8%	(142)
Public Service/Continuing Education				
Employee benefits	5,029	5,500	91.4%	471
Auxiliary Services				
Employee benefits	2918	4000	73.0%	1082
Operations and Maintenance of Plant				
Employee benefits	22,252	19,000	117.1%	(3252)
Institutional Support				
Employee benefits	38,099	55,000	69.3%	16,901
Contractual services	331,967	525,565	63.2%	193,598
Total Institutional Support	<u>370,066</u>	<u>580,565</u>	<u>63.7%</u>	<u>210,499</u>
Total Expenditures	<u>\$ 550,338</u>	<u>\$ 752,565</u>	<u>73.1%</u>	<u>\$ 202,227</u>

GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>LOCAL GOVERNMENT</u>				
Property taxes	<u>\$ 769,752</u>	<u>\$ 615,266</u>	<u>125.1%</u>	<u>\$ (154,486)</u>
<u>MISCELLANEOUS</u>				
Investment revenue	<u>44</u>	<u>100</u>	<u>44.0%</u>	<u>56</u>
Total Revenue	<u>769,796</u>	<u>615,366</u>	<u>125.1%</u>	<u>(154,430)</u>
<u>EXPENDITURES</u>				
By Program:				
Institutional Support				
Fixed charges	<u>515,325</u>	<u>576,750</u>	<u>89.3%</u>	<u>61,425</u>
Total Expenditures	<u>\$ 515,325</u>	<u>\$ 576,750</u>	<u>89.3%</u>	<u>\$ 61,425</u>

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES

May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>TRANSFERS IN</u>	<u>\$ 835,146</u>	<u>\$ 3,050,000</u>	<u>27.4%</u>	<u>\$ 2,214,854</u>
<u>EXPENDITURES</u>				
By Program:				
Operations and Maintenance of Plant				
Contractual services Capital outlay	376,587	2,050,000	18.4%	1,673,413
Total Operation and Maintenance of Plant	<u>376,587</u>	<u>2,050,000</u>	<u>18.4%</u>	<u>1,673,413</u>
Total Expenditures	<u>\$ 376,587</u>	<u>\$ 2,050,000</u>	<u>18.4%</u>	<u>\$ 1,673,413</u>

WORKING CASH FUND REVENUE AND EXPENDITURES
May 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>%</u>	<u>Budget Remaining</u>
<u>REVENUE</u>				
<u>OTHER SOURCES</u>				
Investment revenue	<u>\$ 214,131</u>	<u>\$ 125,000</u>	<u>171.3%</u>	<u>\$ (89,131)</u>
<u>Total Revenue</u>	<u>214,131</u>	<u>125,000</u>	<u>171.3%</u>	<u>(89,131)</u>
<u>TRANSFERS OUT</u>	<u>-</u>	<u>125,000</u>	<u>0.0%</u>	<u>125,000</u>

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Anderson](#)
Subject: FW: Action Item 8.3 for 6/25/2019 Board Meeting
Date: Wednesday, June 12, 2019 2:06:14 PM
Attachments: [TR 5-31-19.pdf](#)

Approved.

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

Morton College is on Summer schedule and is closed on Fridays through August 9

From: Suzanna Raigoza
Sent: Wednesday, June 12, 2019 1:44 PM
To: Mireya Perez <mireya.perez@morton.edu>
Subject: Action Item 8.3 for 6/25/2019 Board Meeting

Proposed Action: THAT THE MONTHLY TREASURER'S REPORTS FOR MAY 2019 BE RECEIVED AND FILED FOR AUDIT AS SUBMITTED.

Rationale: [Required by Board Policy 1.6.7]

Attachments: Treasurer's Reports

Thank you,

Suzanna Raigoza
Senior Accountant
Morton College
3801 S Central Ave
Cicero, IL 60804
P: 708-656-8000 ext 2305
F: 708-656-3194

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.

Morton College Treasurer's Report

Month Ending: May 31, 2019

<i>Institution</i>	<i>Purchased</i>	<i>Principal</i>	<i>Rate</i>	<i>Type</i>	<i>Maturity</i>
<i>Fifth Third, Cicero</i>	1-May-06	\$ 638,843.17	1.5000%	US Treasury Securities	31-Oct-19
	Sum	<u>\$ 638,843.17</u>			
<i>The Illinois Funds, Springfield</i>	1-May-06	\$10,445,091.46	0.0100%	TIF Prime Fund	31-May-19
	Sum	<u>\$ 10,445,091.46</u>			
Grand Total		\$ 11,083,934.63			

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Anderson](#)
Subject: RE: Board Action - Tentative Budget FY20
Date: Wednesday, June 19, 2019 10:19:30 AM
Attachments: [MC FY20 Tentative Budget Report.pdf](#)

Attached is the FY20 Tentative Budget Report to include with the action item below.

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

Morton College is on Summer schedule and is closed on Fridays through August 9

From: Mireya Perez
Sent: Thursday, June 13, 2019 3:33 PM
To: Stan Fields <stan.fields@morton.edu>
Cc: Maria Anderson <maria.anderson@morton.edu>
Subject: Board Action - Tentative Budget FY20

Proposed Action: THAT THE BOARD APPROVE THE PUBLIC DISPLAY OF THE TENTATIVE ANNUAL BUDGET FOR FISCAL YEAR 2020 AND THE ACCOMPANYING PUBLIC NOTICE.

Rationale: Required by Chapter 110, Act 805, Section 3-20 of the Illinois Compiled Statutes

Attachments: Tentative Budget for Fiscal Year 2020, Public Display Notice

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289*

Fax (708) 656-3194

Morton College is on Summer schedule and is closed on Fridays through August 9

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.

TENTATIVE FISCAL YEAR 2020 BUDGET

Prepared by:

Mireya Perez, Chief Financial Officer

Morton College District 527
3801 S. Central Ave.
Cicero, Illinois 60804
(708) 656-8000
www.morton.edu

MORTON COMMUNITY COLLEGE

FISCAL YEAR 2020 TENTATIVE BUDGET

TABLE OF CONTENTS

INTRODUCTION

- 1 Transmittal Letter
- 2 Principal Officials

Financial

- 3 Educational Philosophy and Mission
- 5 Financial Reporting and Funds
- 7 Budgeted Revenues & Expenditures Fiscal Year 2020 (Summary)
- 8 Budgeted Revenues & Expenditures Fiscal Year 2020
- 9 Budgeted Operating Revenue by Source Fiscal Year 2020
- 10 Budgeted Expenditures by Object Fiscal Year 2020
- 11 Fiscal Year 2020 Revenue & Expenditures by Fund

Resolutions

- 26 2019 – 2020 Budget Legal Notice

MORTON COMMUNITY COLLEGE

FISCAL YEAR 2020 TENTATIVE BUDGET

Introduction

Transmittal Letter

Principal Officials



MORTON COLLEGE
Community College District No. 527
Tentative Annual Budget
July 1, 2019 to June 30, 2020

Presented is the proposed Tentative Annual Budget of Morton College for the fiscal year ending June 30, 2020. The College's financial plan has been developed utilizing a comprehensive, systematic approach designed to make the budget more easily understood.

BACKGROUND

Morton Community College District No. 527 was established on September 5, 1924 and provides baccalaureate-oriented, career-oriented and continuing education courses to a six-suburb community. The District is located approximately 12 miles west of downtown Chicago, Illinois with viable transportation network including I-290 (Eisenhower Expressway) and I-55 (Stevenson Expressway) just to the north and south, respectively, Metra's Burlington Northern and the Chicago Transit Authority. The Board of Trustees, which is elected by residents within the District, is the District's ruling body that establishes the policies and procedures by which the College is governed.

This District is known for its academic excellence, dedicated teaching, small classes, friendly atmosphere, personalized learning and affordability. The College offers educational programs and support services to students at an affordable cost. The programs and services offered by the College prepare students for an education that leads to a bachelor's degree, job entry and career advancement and developmental education. The College also provides opportunities for lifelong learning, develops, and conducts programs and activities that enhance the cultural, civic and economic life of the community.

The College serves approximately 160,000 residents of the District, which encompasses the communities of Berwyn, Cicero, Forest View, Lyons, McCook and Stickney. The 37.12-acre campus contains five buildings with state of the art classrooms and science laboratories, a 350-seat theatre, 50,000-piece library, a 1,000-seat gymnasium and a physical fitness center.

MORTON COMMUNITY COLLEGE

COMMUNITY COLLEGE DISTRICT 527

PRINCIPAL OFFICIALS

BOARD OF TRUSTEES

POSITION

Frances F. Reitz	Chair
Anthony R. Martinucci	Vice Chair
Jose A. Collazo	Secretary
Susan L. Banks	Trustee
Joseph J. Belcaster	Trustee
Melissa Cundari	Trustee
Frank J. Aguilar	Trustee
Edwin Leon	Student Trustee

OFFICERS OF THE COLLEGE

Dr. Stanley Fields	President
Keith McLaughlin, PhD	Provost
Frank Marzullo	Vice President of Administrative Services
Mireya Perez	Chief Financial Officer/ Treasurer

OFFICIALS ISSUING REPORT

Mireya Perez	Chief Financial Officer/ Treasurer
--------------	------------------------------------

DEPARTMENT ISSUING REPORT

BUSINESS OFFICE

MORTON COMMUNITY COLLEGE

FISCAL YEAR 2020 TENTATIVE BUDGET

Financial

Educational Philosophy and Mission

Financial Reporting and Funds

Budgeted Revenues & Expenditures Fiscal Year 2020 (Summary)

Budgeted Revenues & Expenditures Fiscal Year 2020

Budgeted Operating Revenue by Source Fiscal Year 2020

Budgeted Expenditures by Object Fiscal Year 2020

Fiscal Year 2020 Revenue & Expenditures by Fund



EDUCATIONAL PHILOSOPHY AND MISSION

As a comprehensive Community College, recognized by the Illinois Community College Board, the mission of Morton College is to enhance the quality of life of our diverse community through exemplary teaching and learning opportunities, community service, and life-long learning.

Consistent with our mission, Morton College's educational philosophy conforms to requirements set forth in state law and stresses the importance of helping individuals live and work as better informed citizens in a dynamic society. This philosophy is reflected in the College's programs that model core values of truth, compassion, fairness, responsibility and respect. The programs, which are available to all individuals qualified to profit from them, are summarized below.

Adult Education Program

This program is committed to shaping the future of Adult Education students by providing English as a second language, basic education and GED preparation courses.

University Transfer Program

Courses in these curricula parallel in content, credit and quality with degree-granting institutions.

Career Program

Career curricula prepare students for workplace, technical and semi-technical positions and lead to an associate in applied science degree or certificate. Students in these curricula receive initial job training, upgraded workplace and technical skills and become qualified for career opportunities.

Liberal Studies Program

The liberal studies program is designed for students desiring maximum flexibility in preparing to transfer to a baccalaureate degree granting college. Transfer, career and continuing education courses may be used to meet a student's specific educational goals. Students completing this program earn an associate in liberal studies degree.

General Education Program

General education courses are required in all curricula leading to an associate degree. They provide students with basic knowledge in communications, mathematics, physical science, social and behavioral science, humanities and health and physical fitness.

Continuing Education Program

Curricula and courses in the continuing education program focus on improving basic academic skills and life-long learning opportunities. Programs include developmental education, general studies, vocational skills and personal development.

Community Service Program

The community service program consists of noncredit continuing education courses and activities designed to meet the hobby, leisure time and cultural needs of the community.

Student Services Program

The Student Development Program helps students develop as they work to achieve their educational goals. Academic advising, career and personal counseling, financial aid assistance and job placement represent some of its functions.

Academic Support Services Program

The academic support services augment classroom instruction. The Learning Resources Center, Academic Skills Center, Writing and Math Center, and the Peer Tutoring Program are components of this program.

Academic programs and student support services are available at an affordable cost without regard to age, gender, ethnicity, disability or marital status. The programs and services emphasize preparation for additional post-secondary study, job entry and career advancement, developmental education, and opportunities for life-long learning. Furthermore, the College offers programs and activities that enhance the cultural, civic and economic development of the community.

FINANCIAL REPORTING

The College prepares its financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP) as set forth by the Governmental Accounting Standards Board (GASB). The College maintains its accounts in accordance with guidelines set forth by the National Association of College and University Business Officers (NACUBO) and the Illinois Community College Board (ICCB). The ICCB requires accounting by funds in order that limitations and restrictions on resources can be easily accounted for. The financial records of the College are maintained on the accrual basis of accounting whereby all revenues are recorded when earned and all expenses are recorded when they have been reduced to a legal obligation. The independent public auditors, BKD, LLP, have audited the College's financial statements. The following is a list of Funds and Descriptions used by Morton College.

EDUCATION FUND

The Education Fund is used to account for revenues and expenditures of the academic and service programs of the College. It includes the costs of instructional, administrative and professional salaries, supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational program of the College.

OPERATIONS AND MAINTENANCE FUND

The Operations and Maintenance Fund is used to account for expenditures for the improvement maintenance, repair or benefit of buildings and property including the cost of interior decorating and the installation, improvement, repair, replacement, and maintenance of building fixtures, rental of buildings and property for community and college purposes; salaries of custodians, engineers and related support staff; all costs of fuel, lights, gas, water, telephone services and custodial supplies and equipment; and the costs of professional surveys of the condition of college buildings.

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)

The Operations and Maintenance Fund (Restricted) is used to account for monies restricted for building purposes and site acquisition. The term "Construction Fund" is often used to refer to this fund. Within this fund, various types of restricted funds are accounted for. They include Health, Life Safety Funds, Illinois Community College Board Deferred Maintenance Grant, Development Board grants and funds restricted by Board resolution to be used for building proposes.

BOND AND INTEREST FUND

The Bond and Interest Fund is used to account for payments of principal, interest and related charges on any outstanding bonds or debt.

AUXILIARY ENTERPRISE FUND

The Auxiliary Enterprise Fund is used for college services where a fee is charged and the activity is intended to be self-supporting. Examples of accounts in this fund include food service, bookstore, intercollegiate athletics and non-credit instruction.

RESTRICTED PURPOSES FUND

The Restricted Purposes Fund is used for the purpose of accounting for monies that have external restrictions regarding their use. Examples of accounts in this fund are Illinois Community College Board grants and federal and state student financial assistance grants.

WORKING CASH FUND

The purpose of the Working Cash Fund is to give the College resources to meet payroll and operating expenses while waiting for the receipts from property tax levies. The College Board of Trustees votes on a resolution every year to allow the College Treasurer to borrow from this Fund. At the end of each fiscal year it is the College's policy to repay this Fund from property tax receipts.

AUDIT FUND

Annually the College levies separately for and collects property taxes for payment of the annual audit of its financial statements. This fund is used to account for this levy and the related audit expenses.

LIABILITY, PROTECTION AND SETTLEMENT FUND

The Liability, Protection and Settlement Fund includes the tort liability, property insurance, Medicare taxes, Social Security taxes (FICA), and unemployment insurance. In addition, a portion of Campus Police and full-time faculty salaries are allocated to this fund due to their role in promoting and maintaining a safe campus and environment.

MORTON COMMUNITY COLLEGE DISTRICT #527
SCHEDULE OF BUDGETED REVENUES AND EXPENDITURES (SUMMARY)
Year Ending June 30, 2020
(in dollars)

	General		Special Revenue			Debt Service	Capital Projects	Nonexpendable Trust	
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability, Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Working Cash	Total
Budgeted Revenues	\$ 25,338,982	\$ 3,780,560	\$ 16,080,261	\$ 70,527	\$ 799,654	\$ 617,680	\$ -	\$ 125,000	\$ 46,917,664
Budgeted Other Financing Sources	230,000	-	-	15,000	-	-	458,500	-	703,500
Total Revenues and Other Financing Sources	25,568,982	3,780,560	16,080,261	85,527	799,654	617,680	458,500	125,000	47,621,164
Budgeted Expenditures	(25,064,950)	(3,780,009)	(16,080,261)	(81,600)	(799,587)	(576,750)	(773,500)	-	(47,156,657)
Budgeted Other Financing Uses	(473,500)	-	-	-	-	-	-	(125,000)	(703,500)
Total Expenditures and Other Financing Uses	(25,538,450)	(3,780,009)	(16,080,261)	(81,600)	(799,587)	(576,750)	(773,500)	(125,000)	(47,860,157)
Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	<u>\$ 30,532</u>	<u>\$ 551</u>	<u>\$ -</u>	<u>\$ 3,927</u>	<u>\$ 67</u>	<u>\$ 40,930</u>	<u>\$ (315,000)</u>	<u>\$ -</u>	<u>\$ (238,993)</u>

Official Budget was approved by the BOARD OF TRUSTEES:

DATE: _____

ATTEST: _____

Secretary, Board of Trustees

SCHEDULE OF BUDGETED REVENUES AND EXPENDITURES
Year Ending June 30, 2020

	Nonexpendable								
	General		Special Revenue			Debt Service	Capital Project	Trust	
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability, Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Working Cash	Total
REVENUES									
Local government	\$ 7,441,832	\$ 1,471,560	\$ -	\$ 70,477	\$ 799,554	\$ 617,580	\$ -	\$ -	\$ 10,401,003
Corporate personal property replacement									
taxes	650,000	650,000	-	-	-	-	-	-	1,300,000
Tuition and fees	10,403,800	1,630,000	-	-	-	-	-	-	12,033,800
Sales and service fees	91,300	-	-	-	-	-	-	-	91,300
State sources	6,472,050	-	4,705,687	-	-	-	-	-	11,177,737
Federal sources	-	-	11,374,574	-	-	-	-	-	11,374,574
Investment income	250,000	5,000	-	50	100	100	-	230,000	485,200
Miscellaneous	30,000	24,000	-	-	-	-	-	-	54,000
Total revenues	25,338,982	3,780,560	16,080,261	70,527	799,654	617,680	-	230,000	46,917,664
EXPENDITURES									
Current:									
Instruction	10,162,579	-	3,616,080	-	135,000	-	-	-	13,913,659
Academic support	2,519,357	-	250,000	-	16,500	-	-	-	2,785,857
Student service/continuing education	2,777,003	-	631,064	-	20,500	-	-	-	3,428,567
Public services	542,800	-	359,362	-	7,500	-	-	-	909,662
Operation and maintenance of plant	-	3,780,009	450,000	-	23,500	-	773,500	-	5,027,009
Independent operation	698,601	-	125,000	-	4,500	-	-	-	828,101
Institutional support	5,792,010	-	400,000	81,600	592,087	576,750	-	-	7,442,447
Scholarships, student grants, & waivers	2,372,600	-	10,248,755	-	-	-	-	-	12,621,355
Contingencies	200,000	-	-	-	-	-	-	-	200,000
Total expenditures	25,064,950	3,780,009	16,080,261	81,600	799,587	576,750	773,500	-	47,156,657
Revenues over (under) expenditures	274,032	551	-	(11,073)	67	40,930	(773,500)	230,000	(238,993)
Transfers in	230,000	-	-	15,000	-	-	458,500	-	703,500
Transfers out	(473,500)	-	-	-	-	-	-	(230,000)	(703,500)
Revenues and transfers in over (under) expenditures and transfers (out)	\$ 30,532	\$ 551	\$ -	\$ 3,927	\$ 67	\$ 40,930	\$ (315,000)	\$ -	\$ (238,993)

BUDGETED OPERATING REVENUE BY SOURCE

Year Ended June 30, 2020

	Education Fund	Operations and Maintenance Fund	Total Operating Funds
OPERATING REVENUE BY SOURCE			
Local Government			
Local taxes	\$ 7,441,832	\$ 1,471,560	\$ 8,913,392
Total Local Government	7,441,832	1,471,560	8,913,392
State Government			
ICCB credit hour grants	2,009,907	-	2,009,907
ICCB equalization grants	4,462,143	-	4,462,143
Corporate personal property replacement taxes	650,000	650,000	1,300,000
Total State Government	7,122,050	650,000	7,772,050
Student Tuition and Fees			
Tuition	8,419,500	-	8,419,500
Fees	1,984,300	1,630,000	3,614,300
Total Student Tuition and Fees	10,403,800	1,630,000	12,033,800
Other Sources			
Sales and service fees	91,300	5,000	96,300
Nongovernmental grants	30,000	-	30,000
Facilities	-	14,000	14,000
Investment revenue	250,000	10,000	260,000
Total Other Sources	371,300	29,000	400,300
Total 2020 Budgeted Revenue	\$ 25,338,982	\$ 3,780,560	\$ 29,119,542

BUDGETED EXPENDITURES BY OBJECT

Year Ended June 30, 2020

	General		Special Revenue			Debt Service	Capital Projects		Nonexpendable Trust	
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability, Protection, and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)		Working Cash	Total
EXPENDITURES										
Salaries	\$ 15,000,576	\$ 1,529,449	\$ 1,700,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,230,825
Employee Benefits	1,680,090	172,535	3,812,147	-	264,500	-	-	-	-	\$5,929,272
Contracted Services	2,768,954	686,000	28,275	81,600	435,087	-	300,000	-	-	\$4,299,916
Materials and Supplies	2,004,230	197,525	290,905	-	-	-	-	-	-	\$2,492,660
Conferences and Meetings	585,000	6,500	54,794	-	-	-	-	-	-	\$646,294
Fixed Charges	92,500	-	41,746	-	100,000	576,750	-	-	-	\$810,996
Utilities	-	921,000	-	-	-	-	-	-	-	\$921,000
Capital Outlay	185,000	257,000	-	-	-	-	473,500	-	-	\$915,500
Other	2,518,600	10,000	10,151,594	-	-	-	-	-	-	12,680,194
Total Expenditures	<u>\$ 25,064,950</u>	<u>\$ 3,780,009</u>	<u>\$ 16,080,261</u>	<u>\$ 81,600</u>	<u>\$ 799,587</u>	<u>\$ 576,750</u>	<u>\$ 773,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 47,156,657</u>
TRANSFERS										
Transfers in	\$ 230,000	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ 458,5000	\$ -	\$ -	\$ 703,500
Transfers out	<u>(473,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(230,000)</u>	<u>(703,500)</u>	
Total Expenditures and Transfers	<u>\$ 25,308,450</u>	<u>\$ 3,780,009</u>	<u>\$ 16,080,261</u>	<u>\$ 66,600</u>	<u>\$ 799,587</u>	<u>\$ 576,750</u>	<u>\$ 315,000</u>	<u>\$ -</u>	<u>\$ 230,000</u>	<u>\$ 47,156,657</u>

EDUCATION FUND REVENUE

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
LOCAL GOVERNMENT		
Property taxes	<u>\$ 7,257,760</u>	<u>\$ 7,441,832</u>
Total Local Government	<u>7,257,760</u>	<u>7,441,832</u>
CORPORATE PERSONAL PROPERTY TAXES	<u>650,000</u>	<u>650,000</u>
STATE GOVERNMENT		
ICCB credit hour grants	1,917,850	2,009,907
ICCB equalization grants	<u>4,257,770</u>	<u>4,462,143</u>
Total State Government	<u>6,175,620</u>	<u>6,472,050</u>
STUDENT TUITION AND FEES		
Tuition	8,283,996	8,419,500
Fees	<u>1,744,300</u>	<u>1,984,300</u>
Total Tuition and Fees	<u>10,028,296</u>	<u>10,403,800</u>
OTHER SOURCES		
Sales and service fees	55,300	91,300
Investment revenue	90,000	250,000
Nongovernmental gifts & scholarships	<u>30,500</u>	<u>30,000</u>
Total Other Sources	<u>175,800</u>	<u>371,300</u>
Total Revenue	<u>24,287,476</u>	<u>25,338,982</u>
Transfers in	<u>125,000</u>	<u>230,000</u>
Total Revenue and Transfers in	<u>\$ 24,412,476</u>	<u>\$ 25,568,982</u>

EDUCATION FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
EXPENDITURES		
By Program:		
Instruction		
Salaries	\$ 7,819,292	\$ 8,418,689
Employee benefits	794,901	728,090
Contractual services	188,800	227,000
Material and supplies	390,350	580,250
Conferences and meetings	<u>29,150</u>	<u>28,550</u>
Total Instruction	<u>9,222,493</u>	<u>10,162,579</u>
Academic Support		
Salaries	1,229,796	1,535,289
Employee benefits	206,098	252,584
Contractual services	245,000	288,454
Material and supplies	268,470	341,530
Conferences and meetings	34,400	40,500
Fixed charges	<u>60,000</u>	<u>61,000</u>
Total Academic Support	<u>2,043,764</u>	<u>2,519,357</u>
Student Services		
Salaries	1,764,791	1,984,320
Employee benefits	262,781	251,983
Contractual services	261,800	274,000
Material and supplies	167,850	160,750
Conferences and meetings	66,650	85,950
Fixed charges	<u>14,800</u>	<u>15,000</u>
Total Student Services	<u>2,538,672</u>	<u>2,772,003</u>

EDUCATION FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
EXPENDITURES		
Public Service/Continuing Education		
Salaries	300,093	259,980
Employee benefits	44,956	27,420
Contractual services	19,879	217,500
Material and supplies	23,684	26,400
Other Tuition/Fee Waiver	0	5,000
Conferences and meetings	<u>2,500</u>	<u>6,500</u>
Total Public Service/Continuing Education	<u>391,112</u>	<u>542,800</u>
Auxiliary Services		
Salaries	232,904	157,441
Employee benefits	29,162	17,660
Contractual services	225,000	225,000
Material and supplies	105,250	135,000
Conferences and meetings	116,000	142,500
Fixed charges	16,000	16,000
Capital outlay	<u>5,000</u>	<u>5,000</u>
Total Auxiliary Services	<u>729,316</u>	<u>698,601</u>
Institutional Support		
Salaries	2,536,653	2,605,334
Employee benefits	428,197	402,353
Contractual services	1,425,400	1,567,000
Material and supplies	528,700	760,300
Conferences and meetings	220,500	276,000
Fixed charges	1,500	1,500
Other	<u>40,000</u>	<u>40,000</u>
Total Institutional Support	<u>5,180,950</u>	<u>5,652,487</u>

EDUCATION FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
EXPENDITURES		
Scholarships, Student Grants & Waivers		
Student grants and scholarships	1,029,000	2,372,600
Other	<u>100,000</u>	<u>100,000</u>
Total Scholarships, Student Grants & Waivers	<u>1,129,000</u>	<u>2,472,600</u>
Contingencies	<u>200,000</u>	<u>200,000</u>
Total Expenditures	<u>21,435,307</u>	<u>25,020,427</u>
Transfers out	<u>2,070,000</u>	<u>473,500</u>
Total Expenditures and Transfers out	<u>\$ 23,505,307</u>	<u>\$ 25,493,927</u>

OPERATIONS & MAINTENANCE FUND REVENUE

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
LOCAL GOVERNMENT		
Property taxes	<u>\$ 1,423,040</u>	<u>\$ 1,471,560</u>
CORPORATE PERSONAL PROPERTY TAXES	<u>650,000</u>	<u>650,000</u>
STUDENT FEES		
Fees	<u>1,630,000</u>	<u>1,630,000</u>
Total Student Fees	<u>1,630,000</u>	<u>1,630,000</u>
OTHER SOURCES		
Sales and service fees	5,000	5,000
Facilities	14,000	14,000
Investment revenue	<u>5,000</u>	<u>10,000</u>
Total Other Sources	<u>24,000</u>	<u>29,000</u>
Total Revenue	<u>\$ 3,727,040</u>	<u>\$ 3,780,560</u>

OPERATIONS & MAINTENANCE FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
EXPENDITURES		
By Program:		
Operations and Maintenance of Plant		
Salaries	\$ 1,861,569	1,529,449
Employee benefits	266,505	172,535
Contractual services	496,000	656,000
Material and supplies	173,000	197,525
Conferences and meetings	6,000	6,500
Utilities	860,100	921,000
Capital outlay	53,339	257,000
Other	<u>10,000</u>	<u>10,000</u>
 Total Operations and Maintenance of Plant	<u>3,726,513</u>	<u>3,780,009</u>
 Total Expenditures	<u>\$ 3,726,513</u>	<u>\$ 3,780,009</u>

RESTRICTED PURPOSE FUND REVENUE

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
STATE GOVERNMENT		
State board of education- adult education	\$ 468,192	\$ 744,325
Illinois grant revenue- other	<u>3,845,600</u>	<u>3,961,362</u>
Total State Government	<u>4,313,792</u>	<u>4,313,792</u>
FEDERAL GOVERNMENT		
Department of education	12,167,265	10,948,329
Other	<u>472,600</u>	<u>426,245</u>
Total Federal Government	<u>12,639,865</u>	<u>12,639,865</u>
Total Revenue	<u>\$ 16,953,657</u>	<u>\$ 16,080,261</u>

RESTRICTED PURPOSE FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
EXPENDITURES		
By Program:		
Instruction		
Salaries	\$ 947,073	\$ 1,226,446
Employee benefits	2,063,274	2,054,952
Contractual services	55,625	25,275
Material and supplies	247,305	258,781
Conferences and meetings	25,099	29,200
Other State Waiver	-	500
Fixed charges	<u>20,926</u>	<u>20,926</u>
Total Instruction	<u>3,359,302</u>	<u>3,616,080</u>
Academic Support		
Employee benefits	<u>250,000</u>	<u>250,000</u>
Total Academic Support	<u>250,000</u>	<u>250,000</u>
Student Services		
Salaries	\$ -	\$ 169,879
Employee benefits	350,000	415,995
Materials and supplies	-	21,386
Conferences and meetings	-	2,984
Fixed Charges	<u>-</u>	<u>20,820</u>
Total Student Services	<u>350,000</u>	<u>631,064</u>
Public Service/Continuing Education		
Salaries	143,170	206,814
Employee benefits	110,185	116,200
Contractual services	2,200	3,000
Material and supplies	2,580	10,738
Conferences and meetings	<u>12,465</u>	<u>22,610</u>
Total Public Service/Continuing Education	<u>270,600</u>	<u>359,362</u>

RESTRICTED PURPOSE FUND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
Auxiliary Services		
Employee benefits	<u>125,000</u>	<u>125,000</u>
Total Auxiliary Services	<u>125,000</u>	<u>125,000</u>
Operations and Maintenance of Plant		
Employee benefits	<u>450,000</u>	<u>450,000</u>
Total Operation and Maintenance of Plant	<u>450,000</u>	<u>450,000</u>
Institutional Support		
Employee benefits	<u>400,000</u>	<u>400,000</u>
Total Institutional Support	<u>400,000</u>	<u>400,000</u>
Scholarships, Student Grants & Waivers		
Salaries	97,661	97,661
Student grants and scholarships	11,500,000	10,000,000
Other	<u>151,094</u>	<u>151,094</u>
Total Scholarships, Student Grants & Waivers	<u>11,748,755</u>	<u>10,151,094</u>
Total Expenditures	<u>\$ 16,845,722</u>	<u>\$ 16,080,261</u>

AUDIT FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
LOCAL GOVERNMENT		
Property taxes	<u>\$ 68,376</u>	<u>\$ 70,477</u>
OTHER SOURCES		
Investment revenue	<u>50</u>	<u>50</u>
Total Revenue	<u>68,426</u>	<u>70,527</u>
Transfers in	<u>20,000</u>	<u>15,000</u>
Total Revenue and Transfers in	<u>\$ 88,426</u>	<u>\$ 85,527</u>
EXPENDITURES		
By Program:		
Institutional Support		
Contractual services	<u>\$ 85,600</u>	<u>\$ 81,600</u>
Total Expenditures	<u>\$ 85,600</u>	<u>\$ 81,600</u>

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
LOCAL GOVERNMENT		
Property taxes	<u>\$ 778,296</u>	<u>\$ 799,554</u>
OTHER SOURCES		
Investment revenue	<u>100</u>	<u>100</u>
Total Revenue	<u><u>\$ 778,296</u></u>	<u><u>\$ 799,654</u></u>
EXPENDITURES		
By Program:		
Instruction		
Employee benefits	<u>\$ 110,000</u>	<u>\$ 135,000</u>
Academic Support		
Employee benefits	<u>15,500</u>	<u>16,500</u>
Student Services		
Employee benefits	<u>18,000</u>	<u>20,500</u>
Public Service/Continuing Education		
Employee benefits	<u>5,500</u>	<u>7,500</u>
Auxiliary Services		
Employee benefits	<u>4,000</u>	<u>4,500</u>
Operations and Maintenance of Plant		
Employee benefits	<u>19,000</u>	<u>23,500</u>
Institutional Support		
Employee benefits	55,000	57,000
Contractual services	425,565	435,087
Fixed charges	<u>100,000</u>	<u>100,000</u>
Total Institutional Support	<u>580,565</u>	<u>592,087</u>
Total Expenditures	<u><u>\$ 752,565</u></u>	<u><u>\$ 799,587</u></u>

GENERAL OBLIGATION BOND FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
LOCAL GOVERNMENT		
Local taxes	<u>\$ 615,266</u>	<u>\$ 617,580</u>
OTHER SOURCES		
Investment revenue	<u>100</u>	<u>100</u>
Total Revenue	<u><u>\$ 615,366</u></u>	<u><u>\$ 617,680</u></u>
EXPENDITURES		
By Program:		
Institutional Support		
Fixed charges	<u>\$ 576,750</u>	<u>\$ 576,750</u>
Total Institutional Support	<u>576,750</u>	<u>576,750</u>
Total Expenditures	<u><u>\$ 576,750</u></u>	<u><u>\$ 576,750</u></u>

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES
Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
Transfers in	<u>\$ 3,050,000</u>	<u>\$ 458,500</u>
EXPENDITURES		
By Program:		
Operations and Maintenance of Plant		
Contractual services	\$ 2,040,000	\$ 720,000
Capital outlay	<u>10,000</u>	<u>53,500</u>
Total Operation and Maintenance of Plant	<u>2,050,000</u>	<u>773,500</u>
Total Expenditures	<u>\$ 2,050,000</u>	<u>\$ 773,500</u>

WORKING CASH FUND REVENUE AND EXPENDITURES

Year Ended June 30, 2020

	<u>FY 2019 Budget</u>	<u>FY 2020 Budget</u>
REVENUE		
OTHER SOURCES		
Investment revenue	<u>\$ 125,000</u>	<u>\$ 230,000</u>
Total Revenue	<u><u>\$ 125,000</u></u>	<u><u>\$ 230,000</u></u>
EXPENDITURES		
Transfers Out	<u><u>\$ 125,000</u></u>	<u><u>\$ 230,000</u></u>

MORTON COMMUNITY COLLEGE
FISCAL YEAR 2020 TENTATIVE BUDGET

Resolutions

2019 – 2020 Budget Legal Notice



NOTICE
2019-2020 BUDGET
AVAILABLE FOR PUBLIC INSPECTION

NOTICE IS HEREBY GIVEN by the Board of Trustees of Illinois Community College District No. 527, in the County of Cook, State of Illinois, that a Tentative Budget for said District for the fiscal year beginning July 1, 2019 will be on file and conveniently available for public inspection beginning Wednesday, July 03, 2019, through Thursday, August 15, 2019 on Monday, Tuesday, Wednesday and Thursday from 8:00 a.m. to 4:30 p.m. in the Business Office, Room 203C of Building "C" and in the Morton College Library, on reserve at the Circulation Desk, 1st floor "B" Building from Monday-Thursday from 8:00 a.m. to 7:00 p.m. located at 3801 South Central Avenue, Cicero, IL 60804.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said budget will be held at 11:00 a.m. on Wednesday the 21st day of August 2019 in the Morton College Board Room, Room 221, Building "B", 3801 South Central Avenue, Cicero, Illinois.

Dated this 26th day of June 2019.

Morton College, Community College District No. 527, in the County of Cook, State of Illinois.

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

MORTON COLLEGE CAMPUS FACILITIES RENTAL AND USE PROCEDURE

The purpose of this procedure is to set forth the rules and regulations under which College sponsored and other eligible groups may utilize campus facilities. The Director of Physical Plant in accordance with the provisions of Board of Trustee Policy No. 5.8, shall administer the procedure. Use of Buildings by Organizations and Societies and the rules and regulations set forth herein.

1. The use of campus facilities by College students and for College sponsored activities shall have priority over all other requests for use by outside groups. Because of this priority, many requests for campus facility use, even though desirable, may of necessity be denied or granted on a limited basis.
2. Campus facilities will be made available, subject to the above limitations, to bona fide community groups which are headquartered in or derive the greatest number of their members from within the boundaries of Illinois Community College District No. 527 or other educational or governmental institutions.
3. Use of the campus facilities shall be limited to educational, cultural, and recreational activities.
4. Use of campus facilities shall not be granted which will be injurious to the buildings, grounds, or equipment.
5. Users shall be required to sign a Hold Harmless Agreement prior to using campus facilities. By signing that agreement, users shall consent to save, hold harmless and indemnify the College, Board of Trustees, staff, students, agents and/or associates from all damages, claims, legal fees or any other losses arising from the use of campus facilities.
6. Users shall be required to file a certificate of insurance with the College indicating that the user has secured a fully paid policy of insurance, in an amount deemed adequate to indemnify the College, Board of Trustees, staff, students, agents and/or associates against all liabilities, personal injuries and property damage claims or losses which user may cause or incur as a result of the utilization of campus facilities. In all policies of insurance, the College, Board of Trustees, staff, students, agents and/or associates shall be named as additional insured.
7. The College reserves the right to revoke any authority previously granted for the use of facilities at any time it deems such action is in the best interest of the College without

prior notice to users. No authorization for campus facility use granted hereunder shall be deemed to be a contract or a lease between the College and the user.

8. Fees for the use of campus facilities shall be charged as follows:

- A.) College sponsored activities shall incur no charges.**
- B.) Hourly rental fees shall be charged to outside users in accordance with the Rental Fee Schedule which is attached hereto and made a part hereof. Charges shall be based on the actual number of hours of use. They shall include a one-half hour period both prior to and following the scheduled use to allow for opening, closing, and securing of the facility. Rental fees are charged to recover costs of utilities and to pay for normal cleaning and security. Additional fees shall be charged for use of equipment in accordance with the attached Rental Fee Schedule. When, in the judgment of the Director of Physical Plant, additional security, supervisory custodial, or special equipment operators are required, the actual cost of such labor shall be charged to the user. Usually, labor rates for full time personnel shall be one and one-half their normal rate. Holiday utilization of personnel shall be double their normal labor rates. All damages shall be billed at cost to repair or replace.**
- C.) Long term regular users, such as other colleges or educational institutions who wish to utilize campus facilities to offer extension courses, may be granted use of the facilities by the President. When such use is granted under this long-term use, facility and equipment rates shall be one-half of the regular fees. All other fees will remain the same.**
- D.) Fees associated with facilities usage may be waived by the President of the College for community groups as defined in section 2 which conduct or sponsor activities aimed at improving and/or enhancing the community and/or its citizens. Requests for a waiver of fees must be submitted to the Director of Physical Plant in writing with a rationale for the exemption.**

9. Users shall complete a Facility Use Permit Application and submit it to the college no less than forty-five (45) days prior to the date for which the facility is being requested.

10. All users shall adhere to rules listed below. Failure to comply may result in cancellation of Facility Use Permit.

- A.) The presence or use of alcoholic beverages and/or controlled substances on school property is strictly prohibited.**
- B.) There shall be no physical attachments to the buildings or grounds without prior permission of the Director of Physical Plant. The use of stakes or**

posts pounded, dug, or otherwise inserted into the asphalt or concrete surfaces shall be strictly prohibited.

- C.) Smoking is not permitted within the campus. Disposal of the remains of smoking materials on any floor or other surface may result in the cancellation of the immediate use and future requests for campus facility use.
- D.) Users serving refreshments during their meeting shall furnish all necessary consumable supplies and shall be responsible for placing all evidence of food, beverages and supplies in appropriate waste containers provided by the College.
- E.) Heating controls shall be regulated by College personnel only.
- F.) Fire exits and doorways must be kept clear and hallways passable at all times.
- G.) Access to any portion of the campus facilities other than those authorized on the permit is prohibited.
- H.) An employee of the College must be present within a building at all times during its use.
- I.) Keys to any building or any portion of a facility within a building shall not be given to any user.
- J.) Continued use of facilities by an organization shall be contingent upon its compliance with all applicable rules and regulations.
- K.) Failure to pay rental fees prior to the date of use may result in cancellation of the immediate use and future requests for campus facility use.
- L.) All checks for fees shall be made payable to Morton College, 3801 South Central Avenue, Cicero, Illinois 60804. They must be received in the Physical Plant Office no later than one week prior to the date requested.
- M.) Users shall provide adequate competent adult supervision of the activity at all times during use of facilities.
- N.) College equipment, furniture or materials shall not be rearranged or removed from its normal location without written permission granted when the request for use is approved.

- O.) Any piece of equipment that is purchased for the use of the College by outside groups or individuals, becomes the property of the College to ensure the control of the equipment by the administration.
 - P.) College equipment or equipment purchased for and donated to the College by an outside user shall not be removed from the campus facility.
 - Q.) Equipment, furniture, or materials belonging to users shall not be brought into the campus facility without prior written permission. Requests for such permission shall be made at the time the Facility Use Permit is applied for.
 - R.) Equipment, furniture or materials brought onto the premises with permission must be removed from the campus facility when the use is concluded. The items, which may remain, are those that will not interfere with normal college operations, when storage facilities are available. Authorization to store materials or equipment may be revoked at the convenience of the College.
 - S.) There shall be no solicitation of students or staff members without prior approval.
 - T.) No literature with respect to any proposed utilization of campus facilities shall be posted or distributed without prior approval.
 - U.) Any use of pyrotechnics, i.e. smoke, fire, flame, or spark producing devices are strictly prohibited on campus inside and outside of buildings. Use of such devices will only be allowed with the explicit written permission of the Director of Physical Plant, authorized agent from the Town of Cicero's Fire Department, and the State Fire Marshall. Any such uses, if permitted, shall adhere to all local town ordinances and state laws.
11. College owned equipment, furniture, or materials would not be available for off campus use by individuals or organizations. Exceptions may be granted to individuals or organizations approved for use of facilities for a specific event part of which must take place off campus.

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: JUNE: 18, 27-29
JULY: 1-2, 15-18

Name of Organization: MAC IRVIN LADY FIRE

Address: 590 N AIRLITE , ELGIN IL 60123

Street

City

Zip Code

Telephone: 312-753-9651

Person to Contact: CORRY IRVIN

Date(s) Requested: JUNE: 18 (3PM-6PM), JUNE: 27-28 (3PM-6PM), JUNE: 29 (10AM-1PM)
JULY: 1-2 (12PM-3PM), JULY: 15-18 (2PM-5PM)

Time Requested: From JUNE: 18 (3PM-6PM), JUNE: 27-28 (3PM-6PM), JUNE: 29 (10AM-1PM)
JULY: 1-2 (12PM-3PM), JULY: 15-18 (2PM-5PM) To: JUNE: 18 (3PM-6PM), JUNE: 27-28 (3PM-6PM), JUNE: 29 (10AM-1PM) JULY: 1-2 (12PM-3PM), JULY: 15-18 (2PM-5PM)

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

Facility Requested: E-BUILDING (GYM)

Purpose of Use:

Expected Attendance: 20-25

Equipment
Requested:

Extent to which refreshments, if any, are to be served:

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: MAC IRVIN LADY FIRE

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: MAC IRVIN LADY FIRE

ADDRESS: 590 N AIRLITE , ELGIN IL 60123

TELEPHONE: 312-753-9651

DATE (S) OF UTILIZATION: JUNE: 18 (3PM-6PM), JUNE: 27-28 (3PM-6PM), JUNE: 29 (10AM-1PM)
JULY: 1-2 (12PM-3PM), JULY: 15-18 (2PM-5PM)

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: MAC IRVIN LADY FIRE

Date: _____

4/12/00

Morton College Rental Fees

***Minimum charge of \$10.00 an hour for administrative and processing costs will apply to ALL groups in addition to the following fee schedule.**

AREA/SPACE	CAPACITY	HOURLY RATE		HOURLY RATE
		For-Profit		Non-Profit
CLASSROOM	15-30	\$15.00		\$11.25
CONFERENCE ROOM	12	\$12.00		\$9.00
LARGE LECTURE HALL	125	\$35.00		\$26.25
SMALL LECTURE HALL	75	\$35.00		\$26.95
CAFETERIA	300	\$100.00	1ST HR	\$75.00
		\$40.00	thereafter	\$30.00
GYMNASIUM	500-1000	\$100.00	1ST HR	\$75.00
		\$35.00	thereafter	\$30.00
UPPER GYMNASIUM	350	\$100.00	1ST HR	\$75.00
		\$50.00	thereafter	\$30.50
CORRIDOR/LOBBIES		\$25.00		\$18.75
OUTDOOR STAGE AREA	400	\$50.00		\$37.50
ATHLETIC FIELD		\$25.00	PER DAY	\$18.75
PARKING LOT	750	Cost to be arranged		
EQUIPMENT USE		NOTE: Hourly RATE/DAILY		HOURLY RATE
		For-Profit		Non-Profit
Piano		\$50.00		\$35.00
Overhead Projector	+Operators Cost	\$25.00		\$15.00
Microphone	+Operators Cost	\$15.00		\$10.00
TV/DVD	+Operators Cost	\$40.00		\$35.00
Folding Chair	Use/Set-up	.75		.50
Stage Lighting Controls	+Operators Cost	\$50.00		\$35.00
Scoreboard Gymnasium	+Operators Cost	\$50.00		\$35.00

Folding Table	Use/Set-up	\$10.00	\$5.00
Other AV Equipment	Cost to be arranged		

An Additional CHARGE will be applied for any college CUSTODIAL/CAMPUS POLICE related costs. A discount may be applicable for reuse.

Theatre Rental	\$1000.00 per day (weekends)
(340 person capacity).	\$800.00 per day (week days)

This fee does not include lights/sound and extra staff.

PROPOSED ACTION: THAT THE BOARD APPROVE CONTINUED MEMBERSHIP IN THE ILLINOIS CONSORTIUM FOR INTERNATIONAL STUDIES AND PROGRAMS (ICISP) FOR FY 20 AT A COST OF \$750.

RATIONALE: [Required by Board Policy 2.10]

Illinois Consortium for International Studies and Programs membership is open to all Illinois public and private two-year Colleges. Membership allows the college to offer students the opportunity to study programs in several foreign countries (Austria, Costa Rica, England, France, Ireland & Spain). ICISP provides leadership in international education and cultural diversity throughout Illinois and contiguous states. It offers cost-effective programs, services, and opportunities for faculty and staff as well as students. Faculty and staff, for instance, participated in 2-week professional development exchanges.

COST ANALYSIS: \$750 – FY 2020

ATTACHMENTS: None



INVOICE

DATE: MAY 1, 2019

ICISP, c/o Karen Huber
Heartland Community College
1500 West Raab Road
Normal, IL 61761-9446

Phone: (309)-268-8664 Fax (309)-268-7981
E-mail: karen.huber@heartland.edu

TO Morton College
Attention: Derek Shouba
3801 Central Avenue
Cicero, Illinois 60804

DUE DATE

July 1, 2019

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	ICISP Dues 2019-2020	\$750	\$750
SUBTOTAL			\$750
CREDIT			
TOTAL DUE			\$750

Make all checks payable to ICISP-Heartland Community College
THANK YOU FOR YOUR BUSINESS!

From: [Blanca E Jara](#)
To: [Stan Fields](#)
Cc: [Sally Delgado](#); [Maria Anderson](#)
Subject: Fwd: Action Item NJCAA Men and Women Membership for June 26 Board Meeting
Date: Monday, June 10, 2019 3:44:25 PM

FYI

B. Jara

Please excuse any typos as this was sent from my iPhone

Begin forwarded message:

From: Nydia M Jaimes <Nydia.Jaimes@morton.edu>
Date: June 10, 2019 at 2:27:11 PM CDT
To: Sally Delgado <sally.delgado@morton.edu>
Cc: Blanca E Jara <blanca.jara@morton.edu>
Subject: Action Item NJCAA Men and Women Membership for June 26 Board Meeting

To: Stan Fields
CC: Maria Anderson
Subject: Action Item NJCAA Men and Women Membership for June 26 Board Meeting

Proposed Action: That the Board approve continued institutional membership in the National Junior College Athletic Association (NJCAA) for the Men's and Women's Athletic Teams in the total amount of \$8,157 for FY 2020.

Rationale: As required by Board Policy 2.10. The NJCAA is the community college national organization for athletic participation and is divided into XXIV Regions; Morton College is in Region IV. In order for Morton College teams to qualify in post-season sectional, regional and national tournaments, the College must be a member in good standing of the national organization. The NJCAA also provides updated information regarding eligibility rule changes, insurance policies, and liability guidelines. The association is also a forum for exchange of ideas and procedures among member college.

Support:	Men's Region IV NJCAA Annual Fees and Dues	\$3,300	
	Women's Region IV NJCAA Annual Fees and Dues	\$2,950	
	Men's and Women's National NJCAA Annual Membership	\$1,907	
		<u>\$8,157</u>	TOTAL

Nydia Jaimes
Athletic Success Coordinator

MORTON COLLEGE
3801 S. Central Avenue
Cicero, IL 60804-4398
708.656.8000 ext. 2371
708.656.3161 - Fax
www.gomcpanters.com
Twitter: @MCAthletics1924

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.

Membership Renewal Invoice

P.O. Number
Invoice Number 52478
Invoice Date 4/1/2019

Customer #: 3950

Dr. Stanley Fields
Morton College
3801 S Central Ave
Cicero, IL 60804-4398

Description	Unit Price	Amount
BOARD OF TRUSTEES ANNUAL DUES: JULY 1, 2019 - JUNE 30, 2020	\$4,573.00	\$4,573.00
2018 FALL DISTRICT TOTAL HEADCOUNT FULL AND PART-TIME CREDIT _____		
ACCT FEDERAL TAX ID #52-6120210		

ACCT offers three convenient payment options:

- 1. Pay Online** by credit card at www.acct.org. Click on the "Members" link at the top of the home page then click on "Renew Membership". To access your organization's invoice, log in using your username and password or register for an account.
- 2. Pay by Phone:** Call toll-free (866) 895-2228, ext. 115 or (202) 499-5308 to make a credit card payment over the phone.
- 3. Pay by Mail:** Return a copy of your invoice with your payment by mail to ACCT, P.O. Box 426061, Washington, DC 20042-6061.

Invoice Total: \$4,573.00
Amount Paid: \$0.00
CURRENT DUES: \$4,573.00

For questions regarding your invoice, please email payments@acct.org or call toll free (866) 895-2228, ext. 123 or (202) 775-4460.

From: [Mireya Perez](#)
To: [Stan Fields](#)
Cc: [Maria Anderson](#)
Subject: Board Action item for June board meeting
Date: Monday, June 10, 2019 9:54:28 AM

Proposed Action: THAT THE BOARD APPROVE THE PREMIUM FOR LIABILITY INSURANCE COVERAGE FROM ILLINOIS COMMUNITY COLLEGE RISK MANAGEMENT CONSORTIUM IN THE AMOUNT OF \$235,087.00 FOR FISCAL YEAR 2020.

Rationale: Required by Board Policy 1.1.1 and Chapter 110, Act 805/3-29 and 3-38.1 of the Illinois Compiled Statutes

Coverage is provided for liability, property, worker's compensation, student malpractice, athletic, and educator's legal liability.

(FY 2019 - \$225,565)

Thanks,

*Mireya Perez
Chief Financial Officer/ Treasurer
Morton College
3801 South Central Ave
Cicero, IL 60804
Phone (708) 656-8000 ext 2289
Fax (708) 656-3194*

Morton College is on Summer schedule and is closed on Fridays through August 9

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.

From: [Marisol Velazquez](#)
To: [Maria Anderson](#)
Cc: [Gabriela Mata](#)
Subject: FW: Travel Request - SHPE | NILA - July 31-August 4
Date: Wednesday, June 12, 2019 4:46:50 PM

Maria, I would like to include the travel plans for SHPE for the Board Meeting. Thank you,

Marisol Velazquez
Dean of Student Services

Morton College
3801 S. Central Avenue, Cicero IL
Room 212, Building B
Office # 708-656-8000 x.2439
Fax # 708-656-9560

From: Gabriela Mata
Sent: Wednesday, June 12, 2019 3:13 PM
To: Marisol Velazquez <marisol.velazquez@morton.edu>
Subject: Travel Request - SHPE | NILA - July 31-August 4

Marisol,

The Society of Hispanic Professional Engineers plan to send 2 students and 1 advisor to their **National Institute for Leadership Advancement** in Phoenix, Arizona from July 31 – August 4, could we please have this information added to the Board Agenda for approval?

ESTIMATED COST:
Registration Tickets - \$1,275 (\$425 x 3)
Transportation - \$2,260
Accommodations - \$1,399

Total: \$4,934

Let me know if you need anything else.

Thank you,

Gabriela Mata
Student Activities and Leadership Assistant
[Pronouns: she/her/hers](#)

Morton College
Student Activities Office
3801 S. Central Avenue, Cicero IL
Office # 708-656-8000 x2419

Summer Hours:

Monday – Thursday 8:00am to 4:30pm
Friday CLOSED

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.



TRAVEL REPORT

Regular Meeting of the Morton College Board of Trustees
June 26, 2019

(Per Board Policy)

<u>NAME</u>	<u>DATE(S)</u>	<u>DESTINATION</u>	<u>PURPOSE</u>	<u>COST</u>
Sally Delgado	June 18-19, 2019	2019 NCJAA Summer Eligibility Seminar	NCJAA Summer Eligibility Seminar	\$1011.92

TITLE: Bidding
SECTION: Business Affairs
NO. 5.3.1

The Chief Financial Officer, under the direction of the President, may solicit estimates and proposals on all goods and services, which do not exceed \$25,000 in value and place orders based upon information thus obtained.

At least three quotes for proposals for goods and services ranging between \$1,000 and not exceeding \$24,999 in value must be provided to the Business Office with requisitions. Any proposal for goods and services exceeding \$25,000 in value shall be bid out as provided below.

Formatted: Highlight

Orders for goods and services exceeding \$25,000 in value but not excluded under Chapter 110, Act 805, Section 3-27.1 of the Illinois Compiled Statutes shall be subject to the bidding process outlined in said statute. The Board shall award all contracts for purchase of supplies, materials or work involving an expenditure in excess of \$25,000 to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, serviceability and compliance with the College's Purchasing Policy and the Business Enterprise for Minorities, Females and Persons with Disabilities Act.

In accordance with the Illinois Community College Act, a technology purchasing plan will be submitted to the Board on an annual basis.

Contracts for Professional Services shall not require a bidding process as these contracts are for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part. Professional Services shall include, but not be limited to: engineers, insurance brokers, doctors, health officers, land planners, finance directors, auditors, attorneys, or other professional consultants who require technical training or knowledge, or any other professional service that is incorporated into the Illinois Municipal Code. 65 ILCS 5/1(et seq.)

The College may enter into contracts for a term exceeding one year and not exceeding the terms of office of the majority of the members of the Board holding office at the time the contract is executed related to Professional Services, subject to the discretion of the President.

Formatted: Highlight

Additionally, the College shall follow an RFP bid cycle every 3 years, as the awarded contract shall terminate after such time, unless specified differently in the RFP.

Formatted: Highlight

RFP responses shall include an economic interest requirement to ensure all conflicts of interests are disclosed between the company bidding and the College.

From: [Frank E Marzullo](#)
To: [Maria Anderson](#); [Stan Fields](#)
Cc: [Melissa Ridyard](#)
Subject: FOR BOARD APPROVAL - BOARD ACTION ITEM - HVAC EQUIPMENT & INSTALLATION
Date: Tuesday, June 18, 2019 11:42:49 AM
Attachments: [Morton College - Series40 Brochure with Multizone.pdf](#)
[Morton College Cert.pdf](#)
[Johnson Controls - 6-24-2019.pdf](#)
[Morton College Price June 26.pdf](#)

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.

MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE PURCHASE AND INSTALLATION OF THREE (3) JOHNSON CONTROLS/YORK CUSTOM AIR HANDLING UNITS FOR BUILDING A AND D UNDER SOURCEWELL CONTRACT #030817-JHN AT A COST NOT TO EXCEED \$654,633.00.

RATIONALE:

[Required by Board Policy 5.3.1 and Chapter 110, Act 805, Section 3-27.1 of the Illinois Community College Act]

Replacing the remaining current air handling units that have reached the end of their useful life.

ATTACHMENTS:

- HVAC Equipment & Installation Scope
- Johnson Controls AHU Information
- NJPA (National Joint Powers Alliance) Pricing verification document
- NJPA-Morton College Membership Certificate

TO: Frank Marzullo, Executive Director of Facilities and Operations

DATE: June 11, 2019

PROJECT: S-13, 14, 15 Air-Handling Unit Upgrade

SITE: Morton College – Cicero, IL

HVAC Equipment & Installation Scope

Johnson Controls/York Custom Air Handling Unit (AHU) Equipment Specifications

AHU- S-13, S-14 and S-15:

Series 40 with Multizone hot deck/cold deck modifications and curb adapter.

RTU Designed to satisfy S-13=19,090, S-14=19,510, S-15=19,010

CFM's of multi-zone air conditioning.

- Four Stage Cooling
- Natural Gas with Modulating Heat - 533 MBH & 800 MBH Input with Stainless Steel Heat Exchanger
- Sloped unit roof with drip lip
- Major components have hinged and latched access doors
- Double Wall Cabinet Construction Provides Superior Clean ability and Structural Integrity
- Unit Cabinet Constructed of Powder Painted Steel,
- Constant Volume Flow
- Standard Mechanical Cooling from 40 F to 125 F
- Industrial Duty Scroll Compressors Each with an Independent Refrigeration Circuit
- Economizer, Low Leak Seals with Dry Bulb Sensor with Economizer Fault Detection & Diagnostic
- Barometric Relief
- Bottom Return, Bottom Supply Configuration
- 25 HP High Efficiency Indoor Blower Motor
- Forward Curve Blades - Class II Blower
- 2" Deflection Springs Under Supply Air Blower & Motor
- 2" Pleated Filters (Merv 8)
- Replacement Filters: 4 - (16" x 25") AND 6 - (20" x 25")
- Factory Wired Non-Fused Disconnect Switch
- Short Circuit Current: 5kA RMS Symmetrical
- Single Point Power Connection
- Copper Tube/Aluminum Fin Condenser Coil
- Angled Condenser Coils Protect from Hail, Shipping, and Handling Damage
- Copper Tube/Aluminum Fin Evaporator Coil
- Intertwined Evaporator Coils Provide Larger Heat Transfer at Part Load
- Through-the-Curb and Through-The-Base Utility Connections
- Sloped Stainless Steel Drain Pan
- Head Pressure Control & Hot Gas Bypass
- High and Low Refrigerant Pressure Protection

Dual Deck Multizone

- Multizone Replacement for Nesbitt RMA600
- Two Piece Lift (Base and RTU) Designed to Mate to Existing Unit Curb, Ductwork and New Steel Frames
- Supply and Return Ducts to Match Existing

- Base & RTU to be provided with matching paint
- Zoning Plenum Provided with 2 Access Doors
- Draw through DX Cooling, Natural Gas (Blow Through) Main Heat
- Controls Provided, Installed, Wired, and Factory Programmed
- Touch Screen User Interface
- BacNet, Modbus, or N2 BAS Compatibility
- Electrical Junction Box at Existing Incoming Power Location

Zone Damper

- Dampers Designed for S-13=8, S-14=8, S-15=3 Individual Zones Per Existing Zone Schedule
- Zone Actuators Provided and Installed (2 per Zone Hot Deck/Cold Deck)

Modulating Natural Gas Heat

- SS Gas Heat Exchanger Provided and Installed from the Factory
- Modulating Gas Valve and Piping Provided and Installed
- Supply Air Tempering and Supply Air Reset
- Internal Partition to Create Hot Deck

Upgraded Plenum Supply Fan

- Upgraded Supply Fan Provided and Installed for S-13=19,090, S-14=19510, S-15=19,010 @ 2.85" ESP
- 25 HP Supply Fan Motor Provided and Installed
- Supply Plenum Created to Make Cold Deck

VAV Return Fan

- Return Fan Provided and Installed for Bottom Return
- Return Fan Designed to Provide 16,130 CFM @ 1.00" ESP
- Associated Sheet metal Support and Mounting Brackets
- 1" Spring Isolators Provided and Installed
- Return Fan without a Bypass
- Return Fan Controls
- Run Testing and Documentation
- Unit Submittal, Engineering and IOM Package after receipt of contract

Metasys Controls

- Provide Metasys FEC Controllers for Hot/Cold Deck Zone Actuator Operations
- Zone Sensor S-13=8 Zones, S-14=8 Zones and S-15=3 Zones
- DX Cooling Control (4) Stages and Modulating Burner Control
- Supply and Return Air Smoke Duct Detectors Shutdown and Fire System Alarming
- Return Fan Enable and Building Pressure Control
- Supply Fan Enable and Static Pressure Control
- Mixed Air, Hot Deck and Cold Deck Temperatures
- Testing, Validation and Point to Point Commissioning for Zone Dampers
- Temperature Control Submittals Engineering, Graphic, Technical Checkout and Project Management

Warranty

- One (1) Year Limited Parts-Only Warranty on the Fisen Multi-Zone Curb.
- Five (5) Year Warranty on Compressors Parts Only
- Ten (10) Year gas burner warranty Parts Only

Installation Scope of Work for Above Unit:

AHU- S-13, S-14, S-15:

JCI will provide the necessary in place demolition and dismantling, hoisting and rigging to remove and dispose old Nesbit Units #13, 14, 15, remove existing gas line and (5) flue's, exhaust and condenser vent duct work, fire smoke shutdown, controls conduit and electric power. Remove and relocate TE-5 & TE-2 duct work, demo existing 4" hot water flue Demo and relocate existing return duct work (Building A).

Provide structural engineering drawings for permit submittal with the Village of Cicero. Fabrication and installation of new steel bases at the rooftop for S-13, 14 and 15. Bases and steel beans will be W10 with steel Columns. All exposed steel to be galvanized.

We will receive and install a (3) new Johnson Controls York AHU custom built with hot / cold deck as described above. Existing 3" gas lines will be piped into new unit. New electric power will be run from existing disconnect to new unit. Thermostat wiring will be extended in new units and well as new thermostats. New BacNet communication wiring from existing NAE. Unit will be inspected and factory start-up will be provided.

We will cut roof openings for Building D which is existing tectum decking and install (16) 5" pipe supports, (1) 7" round flue, 2 piping portals and patch (5) 2 x 2 gas flue curbs.

We will cut roof openings for Building A which is existing tectum decking and install (8) 5" pipe supports, (1) 4" round flue, (1) piping portals and remove and relocate (1) 3 x 3 and (1) 2 X 2 exhaust curbs, patch (1) 2 x 2 and (1) 3x3 gas flue curbs.

Provide and extend existing supply and return duct work for S-13=8 zones, S-14=8 zones and S-15=3 zones to extend from mechanical room floor to the new associated roof top units. All new ductwork will be internally lined. Relocate existing return duct work for S-15 (Building A) for installation of the new pipe support columns. Provide and install new caps on supply and return roof openings.

Remove ceiling drywall during construction to gain mechanical access to as like condition.

We will also have a balancer take measurements of existing zones airflow prior to new unit release, and then upon install of the new unit return to balance the system and verify that each zone is satisfied accordingly. This would provide solid evidence of current operation and adherence to after installation.

As a cost savings measure, JCI will retain existing stats and wiring below roofline. If checkout fails for these units a separate proposal will be provided.

JCI will provide project management oversight coordinate deliveries, including blocked parking areas as needed for hoisting and rigging with Morton College.



Johnson Controls, Inc.
Building Efficiency
3007 Malmö Drive
Arlington Heights, IL 60005
Direct: 312-835-4772

Clarifications:

1. No overtime is included as part of this proposal.
2. 50% down-payment is required upon approval.
3. Current lead times is 12-14 weeks upon order is placed.
4. Johnson Controls will be furnishing a 1 year labor and material warranty for HVAC upgrade included in this proposal. Additional extended equipment warranties are noted on page 2 of this proposal.
5. Patch, Painting and repair all ceiling drywall **NOT** included as part of this proposal.
6. Village Of Cicero Permits **NOT** included as part of this proposal.

Furnish and Install Qty. 3 AHUs with SOW above..... \$654,633.00

****** An additional 2% discount will be applied to equipment with pre-payment of \$354,333.00 the discount will be reflected on your initial invoice. Estimated price after discount is \$647,547.00**
Estimated price after discount is \$215,849.00 per unit after pre-payment discount is applied ***

All items cited on this proposal will be priced in accordance with the Johnson Controls NJPA contract. #030817

Please just let me know if there are any questions.

Thank you for the opportunity to be of service.

Respectfully,


Duane "Charlie" Seitz
Account Executive – Owner Direct
Johnson Controls, Inc.
3007 Malmö Drive
Arlington Heights, IL 60005 USA
Cell: 312.579.9142
Direct: 847.806.4463
duane.charles.seitz@jci.com

Frank Marzullo – Morton College

Signature

Name: _____

Title: _____

Date: _____

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. **SCOPE OF WORK.** This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "In-line" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson, shall be distributed and installed by others under Johnson's supervision but at no additional cost to Johnson. Purchaser agrees to provide Johnson with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. Johnson agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge Johnson for any costs or expenses without Johnson's written consent.

Unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCBs, discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.

2. **INVOICING & PAYMENTS.** Johnson may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Purchaser shall pay Johnson at the time purchaser signs this agreement **an advance payment equal to 50% of the contract price**, which advance payment shall be credited against the final payment (but not any progress payment) due hereunder and purchaser agrees to pay Johnson additional amounts invoiced upon receipt of the invoice. Waivers of lien will be furnished upon request, as the work progresses, to the extent payments are received. If Johnson's invoice is not paid within 30 days of its issuance, it is delinquent.
3. **MATERIALS.** If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of Johnson, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, Johnson shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefor.
4. **WARRANTY.** Johnson warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of one (1) year from delivery of said equipment, or if installed by Johnson, for a one (1) year from installation. Johnson warrants that for equipment furnished and/or installed but not manufactured by Johnson, Johnson will extend the same warranty terms and conditions which Johnson receives from the manufacturer of said equipment. For equipment installed by Johnson, if Purchaser provides written notice to Johnson for any such defect within thirty (30) days after the appearance or discovery of such defect, Johnson shall at its option, repair or replace the defective equipment. For equipment not installed by Johnson, if Purchaser returns the defective equipment to Johnson within thirty (30) days after appearance or discovery of such defect. Johnson shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by Johnson shall be borne by the Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused, altered, or misused, or which has not been properly and reasonably maintained. **THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE.**
5. **LIABILITY.** Johnson shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.
6. **TAXES.** The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. Purchaser shall pay, in addition to the stated price, all taxes not legally required to be paid by Johnson or, alternatively, shall provide Johnson with acceptable tax exemption certificates. Johnson shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.
7. **DELAYS.** Johnson shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Johnson's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner, or other Contractors or delays caused by suppliers or subcontracts of Johnson, etc.
8. **COMPLIANCE WITH LAWS.** Johnson shall comply with all applicable federal, state and local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.
9. **ATTORNEY'S FEES.** Purchaser agrees that he will pay and reimburse Johnson for any and all reasonable attorneys' fees which are incurred by Johnson in the collection of amounts due and payable hereunder.
10. **INSURANCE.** Insurance coverage in excess of Johnson's standard limits will be furnished when requested and required. No credit will be given or premium paid by Johnson for insurance afforded by others.
11. **INDEMNITY.** The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorney's fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the indemnifying Party.
12. **OCCUPATIONAL SAFETY AND HEALTH.** The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.
13. **ENTIRE AGREEMENT.** This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.
14. **CHANGES.** No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson unless accepted by Johnson in writing.

SINGLE PACKAGED UNITS

Options and flexibility



SINGLE PACKAGED UNITS – SERIES 40

Get the comfort and performance that's right for you

Even though one building may look like another, there's no single commercial HVAC system that fits every application. Your comfort and efficiency needs are unique, with Johnson Controls Series 40 single packaged units, you can take advantage of expanded options that provide greater design flexibility. We offer environmentally responsible HFC-410A units to meet nearly any heating and cooling need, from the simple to the complex, including:

- Cooling Only
- Cooling/Gas Heating (Natural Gas or Propane)
- Cooling/Electric Heat
- Cooling/Hot Water Heat
- Cooling/Steam Heat

Greater versatility and efficiency

The Johnson Controls single packaged units are easy to install, use, and maintain. Factory-installed options, such as economizers, power exhaust, high-efficiency motors, high-efficiency filtration, barometric relief dampers, low ambient operation, high-capacity evaporator coils, and single-point power, make these single packaged units even more versatile.

HFC-410A refrigerant for environmentally responsible operation

Scroll compressors for efficiency and longevity

Four independent refrigeration circuits for greater turndown and improved comfort levels

A broad range of airflows and static pressures for most any application

Single-point power for quick and easy electric connection

High-efficiency motors for improved efficiency

Available for use with FISEN Multi-zone modifications

Energy recovery ventilators (ERV) for optimized energy use and comfort





A MAP Gateway allows you to monitor and adjust system settings from a mobile device.

Faster, smarter start-up

The new integrated Smart Equipment Controls (SEC) from Johnson Controls will save you time and money during installation. This sophisticated, pre-packaged controls platform will also help deliver greater energy savings and reliability throughout the lifecycle of your rooftop unit.

To simplify start-up and configuration in the field, the SEC platform is installed at the factory and “arrives alive.” An automatic Self Test Mode with a simple, local LED display allows you to configure, test, and view control information at installation. Plus, a Mobile Access Portal (MAP) Gateway lets you do all the commissioning, configuring and maintenance logs using a mobile device. Advanced, high-efficiency control has never been so convenient or easy.

With the SEC, you can take advantage of:

- Equipment protection, advanced direct digital and simple thermostat control
- A convenient USB interface that serves multiple purposes—history and trend data can be logged, and upgrades to the local or a remote controller can be installed
- Fault detection and diagnostics (FDD) with predictive failures assist with lifecycle management of the equipment, service awareness, and energy costs



The innovative SEC makes installation, start-up, and troubleshooting easier than ever.

You get total control with the following features that come either standard or factory/field installed. Talk with your Johnson Controls representative for details on which options are right for you.

Anti-short cycle delay: Prevents energy wasting due to frequent stop/start cycles with a 5-minute delay

Gas monitor: Ensures safe heat operation

365-day real time clock: Automatic daylight savings time adjustment keeps your unit running on schedule year round

Occupancy schedule: Allows for two different occupied schedules per day, seven days a week

20 holiday schedules: Covers up to 99 days per schedule, each with flexible start times

Low and high ambient lockout: Prevents cooling below or heating above a programmable setpoint of outside air temperature

Multiple zones: Adjusts for constant- or variable-air volume per zone

Energy-saving economizer operation: Allows you to select setpoints for outside and/or supply air temperature, and small and/or large space cooling demand using either a dry bulb, outside enthalpy, or differential enthalpy

Demand-based ventilation control: Improves the quality of the air inside your facility with controls that detect CO₂

Dirty filter switch: Activates the fault light on the unit thermostat, indicating the filter needs attention

Temperature and humidity algorithm: Programmable limits control humidity by allowing the unit to offset the operating setpoint based on high humidity in the space (feature available only on models with “hot gas reheat.”)

Comfort ventilation control: Tempers the ventilation air when heating or cooling is not required – saving energy

Space temperature alarm: Sounds an alarm if the temperature exceeds the programmable limits

Intelligent recovery: “Learns” how much runtime is required to bring the temperature to the desired setpoint before occupants arrive

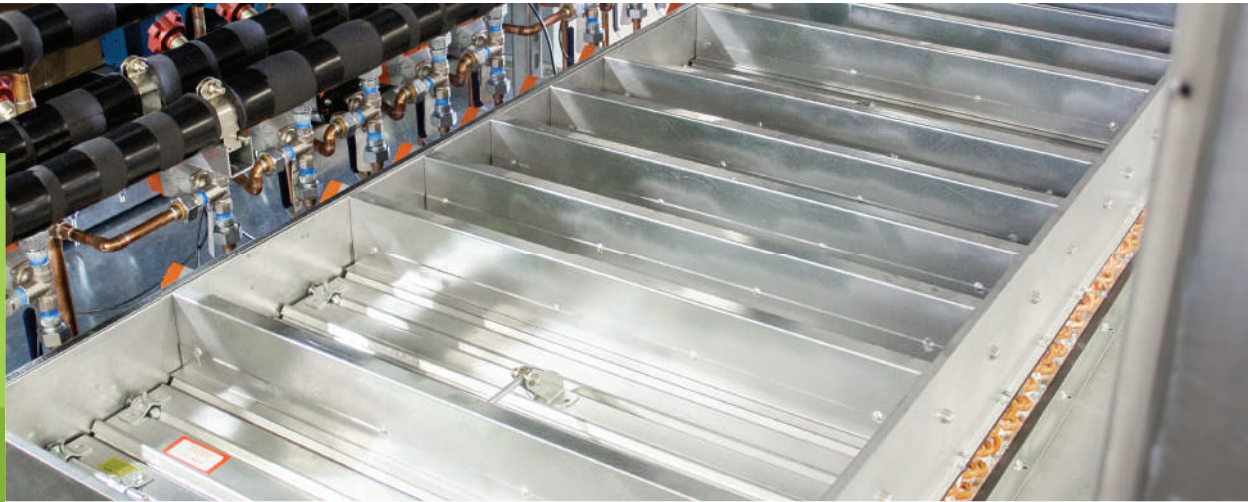


MULTI-ZONE

FISENUSA.COM



MULTI-ZONE



Benefits

- Fully-Integrated, Multi-zone Solution (RTU/AHU)
- Replacement Units fit Existing Curbs
- Self-Contained VAV System
- Replace Trane, Nesbitt, CME and Mammoth
- High Efficiency, Low Cost

Multi-zone Technology

For K-12 schools and low-elevation office buildings, Fisen multi-zone technology provides effective, affordable solutions for both air handlers and rooftop units. Our design features a self-contained VAV system, which means units are highly efficient and can be pre-configured to fit any existing curb.

Backed by a comprehensive Johnson Controls warranty, our units are ideal for both replacement and new installations.



Common Applications

- K-12 Schools
- Office Buildings
(Replacement & New)

Why Fisen

- Exclusive Partnership
- Comprehensive Warranty
- Innovative, Cost-Saving Solutions
- Fast Builds

152 Visit fisenusa.com for more information.

Certificate of Membership

This certificate entitles you to purchase from competitively solicited contracts. You will save time and money by using Sourcewell contracts, while buying the quality products you want from nationally recognized vendors.

Together, we are Sourcewell.

Our membership team is ready to help you every step of the way. Contact us for more information.



Sourcewell-mn.gov
membership@sourcewell-mn.gov
877-585-9706

Morton College

Member # 21411

Dr. Chad Coauette, PhD, Executive Director/CEO

June 18, 2019

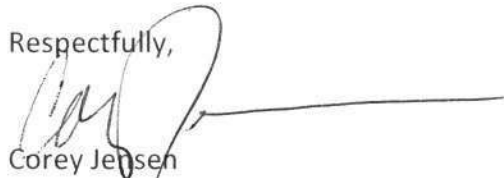
Frank Marzullo
Director of Facilities and Operations
Morton College
3801 S. Central Ave.
Cicero, IL 60804

Dear Mr. Marzullo,

I have reviewed of the attached proposal for Morton College to furnish and install three AHU units with SOW for \$654,633.00 or \$647,547.00 with a 2% pre-payment discount. It meets the pricing requirements of the Sourcewell #030817-JHN Johnson Controls contract for the proposed scope as they are well below the contract ceiling-based price.

If you have any questions or require any additional information, please don't hesitate to reach out to me directly at 218-895-4124 or Corey.jensen@njpacoop.org

Respectfully,



Corey Jensen
218-895-4124
Corey.jensen@sourcewell-mn.gov

From: [Frank E Marzullo](#)
To: [Maria Anderson](#); [Stan Fields](#)
Cc: [Melissa Ridyard](#)
Subject: FOR BOARD APPROVAL - BOARD ACTION ITEM - EXTENDED WARRANTY FOR HVAC EQUIPMENT
Date: Tuesday, June 18, 2019 11:47:30 AM
Attachments: [Johnson Controls Extended Warranty.pdf](#)

Thank you,

Frank Marzullo
Vice President of Administrative Services
708 656-8000 ext 2441 rm 225B
frank.marzullo@morton.edu

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.

MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE PURCHASE OF A MANUFACTURERS WARRANTY WITH JOHNSON CONTROLS FOR THE (7) SEVEN ROOF TOP UNITS. THIS EXTENDED WARRANTY INCLUDES PARTS & LABOR INCLUDING COMPRESSORS.

RATIONALE:

[Required by Board Policy 5.3.1 and Chapter 110, Act 805, Section 3-27.1 of the Illinois Community College Act]

COST EFFECTIVENESS

ATTACHMENTS:

- WARRANTY

Proposal

TO: MORTON COLLEGE
3801 S CENTRAL AVE

CICERO, IL 60804-4398

JOHNSON CONTROLS CHICAGO
ROCKFORD IL CB - 0N01
3007 MALMO DR
ARLINGTON HEIGHTS IL 60005-4727
PH: (866) 854 4768
FAX: (847) 364 1548
Date: 6/12/2019

Quote Ref: 1-12U7S265
Project Name: Morton College 2nd - 5yr Warranty
Site: MORTON COLLEGE
3801 S CENTRAL AVE
CICERO, IL 60804-4300

ATTN: Joseph Florio

We propose to furnish the materials and/or perform the work below for the net price of: \$35,350.00

For the above price this proposal includes:

Extended Warranty 31st day – 1 yr Labor; 2nd – 5th yr Parts and Labor including Compressor Labor Warranty for the following units

1. S-1 Model No: V4S564ABE5A4BDBAC1 Serial No: TBD
2. S-2 Model No: V4S564ABE5A4BDBAC1 Serial No: TBD
3. S-4 Model No: V4S564ABE5A4BDBAC1 Serial No: N1K8193488
4. S-5 Model No: V4S364ABE5A4BDBAC1 Serial No: N1K8197556
5. S-13 Model No: V4S864ABE5A4BDBAC1 Serial No: TBD
6. S-14 Model No: V4S564ABE5A4BDBAC1 Serial No: TBD
7. S-15 Model No: V4S564ABE5A4BDBAC1 Serial No: TBD

The following items are covered under the 2nd through 5th year warranty:

1. Return/OA damper actuators and Back Draft Damper.
2. (2) Return Fans 7hp Motors and (1) Variable Frequency Drive (VFD).
3. DX Coils, Expansion Valves etc.
4. (4) Compressors Replacement Labor – MC purchased 5 year warranty
5. (4) Condenser Fan Replacement
6. Supply Fan 25 HP motor and (1) Variable Frequency Drive.
7. Gas Heat Burner (S) – Replacement Labor – Burner has 10 year Warranty
8. Unit Micro-Processor Controller, Misc. Controls etc.:

This proposal DOES NOT include:

1. Labor or material not specifically described above is excluded from this proposal.
2. Unless otherwise stated, any and all overtime labor is excluded from this proposal.
3. Special freight charges are excluded from this proposal.

Important: This proposal incorporates by reference the Terms and Conditions attached

This proposal is hereby accepted and Johnson Controls is authorized to proceed with the work, subject to credit approval by Johnson Controls, Inc. Milwaukee, WI.

This proposal is valid through: 12/15/2019

MORTON COLLEGE

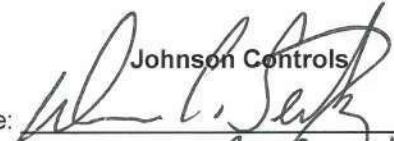
Signature: _____

Name: _____

Title: _____

Date: _____

PO: _____

Signature:  Johnson Controls
Name: Duane C. Seitz
Title: Account Executive
Date: 6/11/2019

(IMPORTANT): This proposal incorporates by reference the terms and conditions which are attached to this document. All work is to be performed Monday through Friday during normal JCI business hours unless otherwise noted. This proposal, or any accepted alternates, are hereby accepted and Johnson Controls is authorized to proceed with the work; subject, however, to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. SCOPE OF WORK. This proposal is based upon the use of straight time labor only. Plastering, patching, and painting are excluded. In-line duct and piping devices, including, but not limited to valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson, shall be distributed and installed by others under Johnson's supervision but at no additional cost to Johnson. Purchaser agrees to provide Johnson with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. Johnson agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge Johnson for any costs or expenses without Johnson's written consent. Unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.

2. INVOICE AND PAYMENTS. Johnson may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Purchaser shall pay Johnson at the time purchaser signs this agreement an advance payment equal to 10% of the contract price, which advance payment shall be credited against the final payment (but not any progress payment) due here in under and purchaser Johnson additional amounts invoiced upon receipt of the invoice. Waivers of lien will agree to pay be furnished upon request, as the work progresses, to the extent payments are received. If Johnson's invoice is not paid within 30 days of its issuance, it is delinquent.

3. MATERIALS. If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of Johnson, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, Johnson shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.

4. EQUIPMENT WARRANTY. Johnson Controls, Inc. (JCI) warrants that equipment manufactured or labeled by Johnson Controls, Inc. shall be free from defects in material and workmanship arising from normal usage for a period of one year. Only if JCI installs or furnishes a piece of equipment under this Agreement, and that equipment is covered by a warranty from a manufacturer other than JCI, JCI will transfer the benefits of that manufacturer's warranty to Customer. All transportation charges incurred in connection with the warranty for equipment and/or materials not installed by JCI shall be borne by Customer. These warranties shall not extend to any equipment that has been abused, altered, misused or repaired by Customer or third parties without the supervision of and prior written approval of JCI, or if JCI serial numbers or warranty date decals have been removed or altered. Customer must promptly report any failure of the equipment to JCI in writing.

5. LABOR WARRANTY. Johnson Controls, Inc. (JCI) warrants its workmanship or that of its agents (Technicians) in relation to installation of equipment for a period of ninety (90) days from date of installation. Customer shall bear all labor costs associated with replacement of failed equipment still under JCI's equipment warranty or the original manufacturer's warranty, but outside the terms of this express labor warranty. All warranty labor shall be executed on normal

business days during JCI normal business hours. These warranties do not extend to any equipment which has been repaired by others, abused, altered, or misused in any way, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE. UNDER NO CIRCUMSTANCES SHALL JCI BE LIABLE FOR ANY SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES ARISING FROM OR RELATING TO ANY DEFECT IN MATERIAL OR WORKMANSHIP OF EQUIPMENT OR THE PERFORMANCE OF SERVICES.

6. LIABILITY. Johnson shall not be liable for any special, indirect, or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.

7. TAXES. The price of this proposal does not include duties, sales, use, excise, or other taxes, unless required by federal, state, or local law. Purchaser shall pay, in addition to the stated price, all taxes not legally required to be paid by Johnson or, alternatively, shall provide Johnson with acceptable tax exemption certificates. Johnson shall provide purchaser with any tax payment certificate upon request and after completion and acceptance of the work.

8. DELAYS. Johnson shall not be liable for any delay in the performance of the work resulting from or attributed to acts of circumstance beyond Johnson's control, including but not limited to; acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner, or other Contractors or delays caused by suppliers or subcontractors of Johnson, etc.

9. COMPLIANCE WITH LAWS. Johnson shall comply with all applicable federal, state, and local laws and regulations, and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits a permanent nature shall be procured and paid for by the Purchaser.

10. DISPUTES. All disputes involving more than \$15,000.00 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorneys fees incurred as a result. Nothing here shall limit any rights under construction lien laws.

11. INSURANCE. Insurance coverage in excess of Johnson's standard limits will be furnished when requested and required. No credit will be given or premium paid by Johnson for insurance afforded by others.

12. INDEMNITY. The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorney's fees which may arise in connection with the execution of the work herein specified and which are caused, by the negligent act or omission of the indemnifying Party.

13. OCCUPATIONAL SAFETY AND HEALTH. The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of the, Occupational Safety and Health Act relating in any way to the project or project site.

14. ENTIRE AGREEMENT. This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.

15. CHANGES. No change or modification of any of the terms and conditions stated herein shall be binding upon JCI unless accepted by JCI in writing.

From: [Frank E. Marzullo](#)
To: [Maria Anderson](#); [Stan Fields](#)
Cc: [Melissa Ridyard](#)
Subject: FOR BOARD APPROVAL - RAMP REPORT 2021
Date: Thursday, June 20, 2019 1:30:29 PM
Attachments: [BOARD ACTION RAMP 2021.pdf](#)
[MORTON COLLEGE - RAMP REPORT 2021.pdf](#)

Request Board Action to submit the FY 2021 RAMP, Resource Allocation Management Program document to the Illinois Community College Board.

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.

MORTON COLLEGE BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE FISCAL YEAR 2021 CAPITAL RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP) REQUESTS AS SUBMITTED.

RATIONALE:

[Required by the Illinois Community College Board]

In order for any project to be considered for the Illinois Community College Board's annual capital budget request, a project application must be submitted each year as part of the Resource Allocation Management Program.

COST ANALYSIS:

25% of each project as indicated on each project application*

<u>Project</u>	<u>Total Project Cost</u>	<u>25% (MC's Share)*</u>
HVAC and Roofing	12,168,700	3,042,200
Campus Operations Bldg.	10,549,100	2,637,300
Allied Health Technology Center	74,962,500	18,740,600
Community Instructional Center	44,345,300	11,086,300

ATTACHMENTS:

Resource Allocation Management Program (RAMP) Reports:
HVAC Equipment and Roofing Replacement
Campus Operations Building
Allied Health Technology Center
Community Instructional Center



MORTON COLLEGE

June 27, 2019

Kris Pickford
Director for Financial Compliance
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL. 62704

Dear Mr. Pickford

Enclosed is one copy each of 2021 Resource Allocation Management Program (RAMP) Report:

- HVAC Equipment and Roofing Replacement
- Campus Operations Building
- Allied Health Technology Center
- Community Instructional Center

Also attached to each report is the corresponding action sheet and board agenda. If you have any questions, please do not hesitate to call me at Extension 2441.

Sincerely,

Frank Marzullo
Vice President of Administrative Services

MORTON COLLEGE

RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP)

FY2021 REQUEST

HVAC EQUIPMENT AND ROOFING REPLACEMENT

Fiscal Year 2021 RAMP
Community College Capital Requests

COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual (s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested projects (s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB or IBHE contacts to answer questions concerning the Capital RAMP requests.

Community College District _____ 527

Budget Year Request _____ 2021

Capital RAMP Contact Person _____ Mr. Frank Marzullo

Telephone Number _____ 708-656-8000

ONE FORM ONLY

Fiscal Year 2021 RAMP
Community College Capital Requests

Scope of Work Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: HVAC Equipment and Roofing Replacement

The scope of work narrative should explain the nature of the work to be performed, general building conditions, and a site analysis.

The Scope of Work for this project includes two primary components: 1) Removal and replacement of existing HVAC equipment and 2) Removal and replacement of existing roofing systems.

HVAC EQUIPMENT

The heating, ventilation and air conditioning systems for the campus consist of multiple roof-top units and air handling units scattered throughout campus. The majority of this equipment is approximately 15 years old and is at the end of its useful life. Equipment scheduled for replacement is as follows:

Item	Building	Type	Size	Replacement Cost
RTU S-1	C	Multi-Zone	60 tons	\$160,000
RTU S-2	C	Multi-Zone	60 tons	\$160,000
RTU S-3	C	Multi-Zone	60 tons	\$160,000
RTU S-4	C	Multi-Zone	60 tons	\$160,000
RTU S-5	C	Multi-Zone	60 tons	\$160,000
RTU S-6	C	Multi-Zone	60 tons	\$160,000
RTU S-7	B	Multi-Zone	60 tons	\$160,000
RTU S-8	B	Multi-Zone	60 tons	\$160,000
RTU S-9	B	Multi-Zone	60 tons	\$160,000
RTU S-10	B	Multi-Zone	30 tons	\$110,000
RTU S-11	B	Multi-Zone	60 tons	\$160,000
RTU S-12	B	Multi-Zone	30 tons	\$110,000
RTU S-13	D	Multi-Zone	60 tons	\$210,000
RTU S-14	D	Multi-Zone	60 tons	\$210,000
RTU S-15	A	Multi-Zone	60 tons	\$210,000
RTU S-16	E	Multi-Zone	60 tons	\$210,000
RTU S-17	E	Multi-Zone	60 tons	\$210,000
AHU S-18	E	Constant Volume	-	\$45,000
Fitness Center AHU	E	Constant Volume	-	\$45,000
Auto Shop AHU's	D	Make-up Air	Heating only	\$50,000
Bookstore AHU	C	Constant Volume	-	45,000
Print Shop AHU	B	Constant Volume	-	40,000
TOTAL				\$3,095,000

Programmatic Justification Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: HVAC Equipment and Roofing Replacement

The programmatic justification should clearly describe the project explaining the rationale, the instructional areas affected, and functional relationships between instruction and the projects.

HVAC EQUIPMENT

The majority of the HVAC equipment on campus is approximately 15 years old and at the end of its useful life. The roof-top units are showing signs of severe corrosion and deterioration due to exposure to the elements. Additionally, the compressors within the roof-top units are beginning to fail and the College is being forced to spend its money to purchase new compressors to put within the deteriorating units.

The discharge air from the condenser section on five (5) of the roof-top units is ducted to the roof, where it discharges into an open grate on the roof. During rainfall, water drains into the building through these open grates and ponds onto the floor of the mechanical rooms below. As part of this project, the condensing sections will be removed from inside the building and located on the roof in order to remove the open grates and resolve the water infiltration problem.

The Print Shop and Bookstore are served by indoor air handling units provided with a once-through domestic water-cooled cooling coil. It is highly recommended that domestic water not be used as a cooling source and that these units, which are at the end of their useful life, be replaced with units that comply with current standards. Additionally, the air handling unit for the Bookstore does not allow any outside air to be brought into the space which does not meet current code requirements.

The air handling unit that serves the office spaces within Building E cannot keep up with the demands of these spaces and appears to be undersized. It will be replaced with a unit with greater heating/cooling capacity.

Because these units are the only source of heating, ventilation, and cooling for the campus, and by their stand-alone nature does not provide any redundancy as a system, it is imperative that these units remain in operation. If one or more should suddenly fail due to their age and state of deterioration the area(s) that they serve will need to be vacated.

ROOFING SYSTEMS

The average age of the majority of the roofing systems on campus is approximately 16-18 years old. Since the maximum typical life expectancy of a built-up roofing system is approximately 20 years, these roofs are at the end of their useful life. Because of the number of roof-top units on campus and the increased foot traffic on the roofs to access and maintain the units, the deterioration of the roofing membranes has been compounded.

Currently, many roof areas on campus have developed leaks causing damage to the building interiors. The minimal insulation on the roofs has become wet, making their thermal performance nearly non-existent. As a result, heating and cooling costs are literally going "through the roof".

Fiscal Year 2021 RAMP
Community College Capital Requests

ROOFING SYSTEMS

The Roofing Systems throughout campus consist primarily of built-up roofing over minimal insulation (1-2 inches); they are approximately 16-18 years old and are in dire need of replacement. Although they are being maintained, investigation has shown that water infiltration has begun to further deteriorate the systems and the building structure. The existing roofing will be replaced with tapered insulation at an average depth of four inches in order to improve the thermal performance of the buildings, and a fully-adhered, EPDM roofing membrane. Perimeter wood blocking and metal copings will also require replacement to accommodate the additional insulation height and to insure a

water-tight roof edge. All roof penetrations and roof curbs for mechanical equipment, etc. will be replaced and adjusted as necessary.

The roofing replacement cost is estimated at \$1,750,000.

TABLE 1
FISCAL YEAR 2021 CAPITAL PROJECT REQUEST

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME AND/OR DESCRIPTION HVAC EQUIPMENT AND ROOFING REPLACEMENT
 Check one: X (Complete Table 2)
 NEW FACILITIES CONSTRUCTION/ACQUISITION
 REMODELING/REHABILITATION PROJECT
 OTHER REQUESTED PREVIOUSLY X
 DISTRICT PRIORITY NUMBER 1 OUT OF 4

Dollars in thousands (see instructions)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS. ADDITIONS, AND/OR STRUCTURES												
LAND												
EQUIPMENT												
UTILITIES												
REMODELING & REHABILITATION				9,126.5	3,042.2	12,168.7				9,126.5	3,042.2	12,168.7
SITE IMPROVEMENTS												
PLANNING												
TOTAL				9,126.5	3,042.2	12,168.7				9,126.5	3,042.2	12,168.7

* Describe prior year funding and/or future year funding in the scope statement section using the requested format.
 State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR) \$ 12,168,700
 TOTAL COMPLETED PROJECT COST \$ 12,168,700
 DESIRED PROJECT START DATE July 2020
 ESTIMATED COMPLETION DATE August 2022
 ESTIMATED OCCUPANCY DATE N/A
 ESTIMATED ANNUAL OPERATING COST \$ N/A

MATCHING CONTRIBUTION \$ 3,042,200
 (See item 10 in Section I of this Manual)
 LOCAL FINANCING SOURCE
 AVAILABLE FUND BALANCE \$
 ICCB CONSTRUCTION CREDIT \$
 DEBT ISSUE (if any) \$
 DATE OF APPROVAL
 OTHER (please specify) \$
 TOTAL \$ 3,042,200

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

* The matching contribution will come from the available fund balance.

TABLE 2
FY 2021 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE

		PART A		PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY		ACREAGE SUMMARY	
		REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE		
Space Type	FICM Codes	Net Assignable Square Feet (NASF)	Space Prior to Remodeling Space After Remodeling		
Classrooms	110 thru 115			1 Landscaped Ground	
Laboratory	210 thru 255			2 Physical Education and Athletic Fields	
Office	310 thru 355			3 Buildings and Attached Structures	
Study	410 thru 455			4 Experimental Plots	
Special Use	510 thru 590			5 Other Instructional Areas	
General Use: Assembly and Exhibition Other General Use	610 thru 625			6 Parking Lots	
	630 thru 685			7 Roadways	
Support Facilities	710 thru 765			8 Pond Retention and Drainage	
Health Care	810 thru 895			9 Other (specify)	
Unclassified				Total Assigned Area	
				Currently Unassigned	
				Total Acres	N/A
TOTAL NASF #					
TOTAL GSF* #		N/A	N/A N/A		

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 3
FY 2021 BUILDING BUDGET ESTIMATION FORM**

District/College 527 Morton College
Location Cicero
Project Name HVAC EQUIPMENT AND ROOFING REPLACEMENT

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	
HVAC Equipment Replacement					\$5,936,300
Roofing Replacement					\$3,356,700
1. Base Total					\$9,293,000
2. Added Costs: LEED Cost Factor @ 6%					\$557,600
3. Base Cost					\$9,850,600

4. Escalator (Use .0412 percent per month from base bid to bid date.)					\$48,700
Expected Bid Date: 07/01/21		Number of Months to Bid Date: 12			
5. Escalated Building Budget (Line 3 plus Line 4)					\$9,899,300
6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10)					\$10,889,200
7. Adds:					
a. A/E Fees 7%					\$762,200
b. On-Site Observation					\$93,200
Number of Months 6	Days per Week 3				
c. Reimbursable Expenses					\$97,400
d. Art in Architecture					N/A
one-half of one percent	(Multiply Line 6 by .005)				
e. Other Adds: 3% CAF					\$326,700
f. Sub-total Adds (Lines 7a through 7e)					\$1,279,500
8. Total Building Budget (Line 6 plus Line 7f)					\$12,168,700
OTHER:					
Estimate of Annual State Supported Operations and Maintenance Expense					N/A

Source of Cost Estimate: Demonica Kemper Architects
Date of Cost Estimate: 5/28/11

TABLE 4
FY 2021 MOVEABLE EQUIPMENT LIST

District/College: 527 Morton College
Project Name: HVAC EQUIPMENT AND ROOFING REPLACEMENT

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
----------------------	----------------------------	-------------------	--------------------	------------------	-------------------------

Not Applicable.

TOTAL

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTING MOVEABLE EQUIPMENT

Fiscal Year 2021 RAMP
Community College Capital Requests

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Morton College, District #527, meeting in their regular session on June 26, 2019 with a quorum present, officially authorized the submission of the attached Fiscal Year 2021 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

Proposed Source (s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$ 3,042,200</u>
2. Protection, Health, and Safety Tax Levy	<u>\$</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$</u>
4. Other Debt Issue	<u>\$</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$</u>
6. Other (Please Specify) _____	<u>\$</u>
TOTAL LOCAL MATCH	<u>\$ 3,042,200</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

MORTON COLLEGE

RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP)

FY2021 REQUEST CAMPUS OPERATIONS BUILDING

Fiscal Year 2021 RAMP
Community College Capital Requests

COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual (s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested projects (s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB or IBHE contacts to answer questions concerning the Capital RAMP requests.

Community College District _____ 527

Budget Year Request _____ 2021

Capital RAMP Contact Person _____ Mr. Frank Marzullo

Telephone Number _____ 708-656-8000

ONE FORM ONLY

Scope of Work Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Campus Operations Building

In order to accommodate adequate space for the Campus Operations functions on the Morton College Campus, a new Campus Operations Building will need to be constructed. These functions include the following:

- Physical Plant Administrative Offices
- Central Storage
- Vehicle Maintenance/Storage
- Central Receiving/Loading Dock
- Freight Elevator
- Workshop Space
- Physical Plant Employee Facilities

In accordance with the College's Master Plan, this new facility will be constructed at the northeast corner of the main campus area, attached to the east side of Building C. This location will allow the expanded Receiving/Loading Dock to connect to the existing dock area in order to maximize this existing space. It will also allow a freight elevator to be constructed alongside Building C connecting at all three floor levels in to more effectively and efficiently move equipment around the campus. Based on the new building's configuration, the main north-south drive along the east edge of the campus will easily connect to an entrance to the Vehicle Maintenance Area as well as to the new Receiving/Loading Dock. The administrative offices for Physical Plant will be located at the southeast corner of the new building, which will allow better visibility and security of campus activities.

The new building will be constructed of concrete block and facebrick to match the existing campus architecture. The Central Storage and Central Vehicle Maintenance areas will be high-bay space in order to facilitate their uses, which will allow mezzanine storage space to be developed over spaces that require lower ceiling heights.

In addition to the need for this new facility, renovation of the Campus Security Offices is required to accommodate an appropriate number of police officers on campus as well as their security equipment. Additionally, the existing Mail Room is severely undersized to handle the amount of mail and deliveries received by the College on a daily basis. Both of these renovation areas will occur directly adjacent to the existing Loading Dock in Building C.

Fiscal Year 2021 RAMP
Community College Capital Requests

A summary of spaces within the new Campus Operations Building is as follows:

Space	Area (NASF)	Classifications
Vehicle Maintenance/Storage	6,050	Support Facilities
Central Storage	3,100	Support Facilities
Storage Mezzanine	3,880	Support Facilities
Receiving/Loading Dock	960	Support Facilities
Workshop Space	1,800	Support Facilities
Physical Plant Director Office	180	Office Use
Conference Room	380	Office Use
Administrative Assistant	100	Office Use
Reception	180	Office Use
Drawing Storage	130	Office Use
Employee Break Room	660	General Use
Locker Room	360	General Use
Total Net Assignable Area	17,780 S.F.	

On Site Observation:

52 weeks *2 days per week* 8 hours per day *\$85.10 per hour **\$70,800**

Reimbursable Expenses:

Blueprint, Copies, etc. **\$20,000**

Site Work:

Asphalt/Concrete Removal
Rework Pavement/Access Drives
Pedestrian Walkways **\$105,000**

Programmatic Justification Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Campus Operations Building

The existing campus operations functions at Morton College are currently housed in various locations on campus and are in severe need of additional space in order to adequately serve the needs of the College.

The administrative offices for the physical plant department are on the first floor of Building D, and do not currently have enough space to accommodate project files and drawing files constantly requiring access by physical plant personnel. Space for physical plant personnel workstations is also less than adequate and requires expansion.

The College's central storage facility is currently located in Building F at the southeast corner of the main campus. The existing area of the facility is approximately 5,000 SF and is woefully short of space to accommodate all of the central storage requirements of the campus. As existing storage space has been remodeled into other programmed space to accommodate enrollment growth over time, additional pressures have been placed on the existing central storage facility. A portion of this facility is also dedicated to a vehicle maintenance bay, and it has been rendered unusable due to the increased need for additional storage. The loading dock for the campus is also not located at the central storage facility, and as a result, there are severe inefficiencies in staff labor to constantly move materials and equipment from the loading dock at Building C to the central storage facility as necessary.

As indicated above, there is virtually no vehicle maintenance facility on campus, and as a result, it is extremely difficult for college personnel to properly maintain their vehicle fleet. The College also does not currently have a freight elevator of any kind that accesses all three floors of the campus, which creates a limitation as to the type and size of equipment that can be delivered to the upper floors.

In accordance with the Campus Master Plan, the location of the existing central storage facility is in a prime location for other more critical functions on campus that require easy access by the community such as a new Child Care Center. A new Child Care Center along with a drop-off lane and an outdoor play area is indicated in the master plan at the Building F location, and therefore, the Campus Operations function will require relocation away from this area for safety purposes.

TABLE 1 FISCAL YEAR 2021 CAPITAL PROJECT REQUEST

DISTRICT/COLLEGE: 527 Morton College DISTRICT PRIORITY NUMBER 2 OUT OF 4

PROJECT NAME AND/OR DESCRIPTION Campus Operations Building

Check one: ☒ (Complete Table 2) ☐ (Complete Table 2) ☐ (Complete Table 2)

NEW FACILITIES CONSTRUCTION/ACQUISITION ☐ REQUESTED PREVIOUSLY ☒

REMODELING/REHABILITATION PROJECT ☐

OTHER ☐

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS, AND/OR STRUCTURES				7,605.2	2,535.1	10,140.3				7,605.2	2,535.1	10,140.3
LAND												
EQUIPMENT				152.4	50.8	203.2						
UTILITIES												
REMODELING & REHABILITATION												
SITE IMPROVEMENTS				154.2	51.4	205.6						
PLANNING												
TOTAL				7,911.8	2,637.3	10,549.1				7,911.8	2,637.3	10,549.1

* Describe prior year funding and/or future year funding in the scope statement section using the requested format. State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	10,549,100	MATCHING CONTRIBUTION	\$	2,637,300
TOTAL COMPLETED PROJECT COST	\$	10,549,100	(See item 10 in Section I of this Manual)		
DESIRED PROJECT START DATE		7/1/2020	LOCAL FINANCING SOURCE		
ESTIMATED COMPLETION DATE		12/31/2022	AVAILABLE FUND BALANCE	\$	2,637,300
ESTIMATED OCCUPANCY DATE		2/1/2023	ICCB CONSTRUCTION CREDITS \$		
ESTIMATED ANNUAL OPERATING COST	\$	\$40,000	DEBT ISSUE (if any)	\$	
			DATE OF APPROVAL		
			OTHER (please specify)	\$	
			TOTAL	\$	2,637,300

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

TABLE 2
FY 2021 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE

PART A			PART B	
NET ASSIGNABLE SQUARE FOOTAGE SUMMARY			ACREAGE SUMMARY (Land Acquisition)	Number of Acres Requested in Budget Year
Space Type	FICM Codes	REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE	
			Space Prior to Remodeling	Space After Remodeling
Classrooms	110 thru 115	Net Assignable Square Feet (NASF)		1 Landscaped Ground
Laboratory	210 thru 255			2 Physical Education and Athletic Fields
Office	310 thru 355	970		3 Buildings and Attached Structures
Study	410 thru 455			4 Experimental Plots
Special Use	510 thru 590			5 Other Instructional Areas
General Use: Assembly and Exhibition Other General Use	610 thru 625 630 thru 685	1,020		6 Parking Lots
Support Facilities	710 thru 765	15,790		7 Roadways
Health Care	810 thru 895			8 Pond Retention and Drainage
Unclassified				9 Other (specify)
				Total Assigned Area
				Currently Unassigned
				Total Acres
TOTAL NASF #		17,780		
TOTAL GSF* #		19,849		

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 3
FY 2021 BUILDING BUDGET ESTIMATION FORM**

District/College 527 Morton College
Location Cicero, Illinois
Project Name Campus Operations Building

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
Support Facilities	15790	1.1	17369	333.15	\$5,786,500
Office Use	970	1.4	1358	369.27	\$501,500
General Use	1020	1.1	1122	426.37	\$478,400
Renovation Work	1200			214.49	\$257,400
1. Base Total	18980		19849		\$7,023,800
2. Added Costs (Loading Dock Grading)					
Loading Dock Excavation/Grading					\$205,900
LEED Cost Factor @ 6%					\$433,800
3. Base Cost	18980		19849		\$7,663,500

4. Escalation (Use .5907 percent per month from base bid to bid date.) \$543,200
 Expected Bid Date: 7/1/21 Number of Months to Bid Date: 12

5. Escalated Building Budget (Line 3 plus Line 4) \$8,206,700

6. Escalated Building Budget
 Plus 10% Contingency (Line 5 multiplied by 1.10) \$9,027,400

7. Adds:

a. A/E Fees 7% \$631,900

b. On-Site Observation \$128,600
 Number of Months 12 Day per Week 2

c. Reimbursable Expenses \$36,500

d. Art in Architecture \$45,100
 one-half of one percent (Multiply Line 6 by .005)

e. Other Adds 3% CAF (ADA, Asbestos, etc. specify) \$270,800

f. Sub-total Adds (Lines 7a through 7e) \$1,112,900

8. Total Building Budget (Line 6 plus Line 7f) \$10,140,300

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense

Source of Cost Estimate: Demonica Kemper Architects
 Date of Cost Estimate: 5/28/2011

TABLE 4
FY 2021 MOVEABLE EQUIPMENT LIST

District/College: 527 Morton College
Project Name: Campus Operations Building

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
Support Facilities	Central Storage	Pallet Racks	21	\$2,000.00	\$42,000.00
Support Facilities	Storage Mezzanine	Metal Shelving	112	\$150.00	\$16,800.00
Support Facilities	Receiving/Loading Dock	Bumpers/Lift	1	\$5,200.00	\$5,200.00
Support Facilities	Workshop Space	Workbenches	12	\$2,000.00	\$24,000.00
General Use	Employee Break Room	Tables	2	\$800.00	\$1,600.00
General Use	Employee Break Room	Chairs	12	\$200.00	\$2,400.00
General Use	Employee Break Room	Washer/Dryer	1	\$2,000.00	\$2,000.00
General Use	Employee Break Room	Kitchenette Equipment	1	\$2,000.00	\$2,000.00
General Use	Locker Room	Lockers	24	\$250.00	\$6,000.00
Office Use	Admin. Assistant	Administrative Support Workstation	1	\$4,000.00	\$4,000.00
Office Use	Reception	Reception Chairs	4	\$350.00	\$1,400.00
Office Use	Conference Room	Conference Table	1	\$2,500.00	\$2,500.00
Office Use	Conference Room	Ergonomic Chairs	8	\$250.00	\$2,000.00
Grand Total Equipment Costs (this number should be included on the equipment line of table 1)					\$111,900.00
2009 Escalation @ 3.9%					\$116,300.00
2010 Escalation @ 4.0% + 6.0% LEED Costs					\$127,900.00

Fiscal Year 2021 RAMP
Community College Capital Requests

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Morton College, District #527, meeting in their regular session on June 26, 2019 with a quorum present, officially authorized the submission of the attached Fiscal Year 2021 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

Proposed Source (s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$ 2,637,300</u>
2. Protection, Health, and Safety Tax Levy	<u>\$</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$</u>
4. Other Debt Issue	<u>\$</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$</u>
6. Other (Please Specify)_____	<u>\$</u>
TOTAL LOCAL MATCH	<u>\$ 2,637,300</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

MORTON COLLEGE

RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP)

FY2021 REQUEST ALLIED HEALTH TECHNOLOGY CENTER

Fiscal Year 2021 RAMP
Community College Capital Requests

COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual (s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested projects (s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB or IBHE contacts to answer questions concerning the Capital RAMP requests.

Community College District _____ 527

Budget Year Request _____ 2021

Capital RAMP Contact Person _____ Mr. Frank Marzullo

Telephone Number _____ 708-656-8000

ONE FORM ONLY

Fiscal Year 2021 RAMP
Community College Capital Requests

Scope of Work Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Allied Health Technology Center

The New Allied Health Technology Center at Morton College will provide 99,960 SF of additional space for the college and will renovate approximately 13,600 SF of existing space. In order to support the College's need to expand its programs and course offerings as well as to respond to increasing enrollment in the Allied Health programs, the new building will house the following spaces:

• Registered Nursing Lab	2,300 sf
• Licensed Practical Nursing Lab	2,300 sf
• Certified Nursing Assistant Lab	2,300 sf
• Simulation (Sim Man) Labs (3)	1,800 sf
• Practicals Lab	1,000 sf
• Radiological Technician Lab	2,000 sf
• Diagnostic Sonography Lab	2,000 sf
• Respiratory Therapy Lab	2,500 sf
• Dental Hygiene Lab	3,000 sf
• Dental Assisting Lab	3,000 sf
• Physical Therapy Assistant Lab	1,800 sf
• Massage Therapy Lab	3,000 sf
• Phlebotomy Lab	1,500 sf
• Medical Clinical Lab Technician Lab	2,500 sf
• Veterinary Assistant Lab	2,500 sf
• Medical Assistant Lab	2,000 sf
• Medical Coder / Biller Lab	1,500 sf
• Patient Care Assistant Lab	1,500 sf
• Lecture Classrooms (12)	10,800 sf
• Large Lecture Room	2,000 sf
• Computer Labs (5)	4,000 sf
• Departmental Offices	1,000 sf
• Faculty Offices (20)	2,000 sf
• Student Support / Lounge Space	4,000 sf
Total Net Area	61,300 sf

The new building will be constructed to the east of the existing buildings on campus and will be a stand-alone facility. It is envisioned as a two-story structure, constructed of a steel frame with a combination masonry / glass envelope in order to blend in with the rest of the campus aesthetic. In keeping with the College's commitment to sustainability, the new building will also incorporate "green" design strategies consistent with LEED certification requirements. The history of the existing campus facilities has proven that a special foundation system will be required to properly support the building and these costs have been included in the construction cost estimates.

Fiscal Year 2021 RAMP Community College Capital Requests

In order to enhance the campus environment for its students, the existing access drive along the east edge of the campus will be re-routed to the east of the new building, thus eliminating the need for students, faculty, and staff to cross vehicular traffic in order to access the new building.

A new parking lot to accommodate approximately 230 vehicles will be provided to the north of the new building to support the additional students, faculty, and staff that the building will house on a daily basis, and new walkways and landscaping will also be provided to promote student access between the new parking area and the buildings.

Appropriate utility connections including, water, sewer, gas, and electricity will need to be extended to the new building as well as appropriate detention requirements.

The new building will incorporate hard-wired as well as wireless technology in order to provide flexibility for students and faculty. Instructional spaces will also accommodate audio-visual equipment and will be designed to allow for various types of teaching and learning configurations to be developed. Also, as this new building is added to the campus, the campus-wide technology infrastructure system will require upgrading in order support the learning technologies required throughout the campus.

As the new construction is completed, existing programs within the existing campus facilities will be relocated to the new building. As a result of this vacated space, additional technologically-enhanced general classroom space and computer lab space will be created. Additionally, since the construction of the new building will substantially increase the student population on campus on a daily basis, the existing outdated foodservice equipment within the student dining space will be upgraded and the space housing it will be renovated to support the additional load being placed on it.

Programmatic Justification Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Allied Health Technology Center

Program Name: Allied Health Technology Center

According to the Bureau of Labor statistics, the need for health care practitioners is projected to grow at a rate of twice as fast as the average growth for all occupations. Registered nurses will add over a half-million new jobs. Medical and technological advances in the health care field will also lead to an increased demand for medical procedures and the workers who perform those procedures.

Of the “top” of the fastest growing occupations projected from 2006-2016, the Allied Health Technology Center includes all of these allied Health professions. The instructional programs planned for this facility will provide educational and employment opportunities from entry-level to advanced certifications.

The Allied Health Technology Center will be a State-of-the-Art facility that will provide students advanced technological enhanced instruction that will lead to good paying careers.

Mac Neal Hospital and Morton College have a long-standing partnership. Mac Neal Hospital has indicated a strong desire for graduates in the Allied Health programs projected in this proposal. The Allied Health Technology Center will allow for significant expansion of our Nursing and Physical Therapist Assistant programs of study. The facility will also house a number of new certificate and degree completion programs that currently are not offered as a direct result of space limitations.

TABLE 1 FISCAL YEAR 2021 CAPITAL PROJECT REQUEST

DISTRICT/COLLEGE: 527 Morton College DISTRICT PRIORITY NUMBER 3 OUT OF 4

PROJECT NAME AND/OR DESCRIPTION Allied Health Technology Center

Check one: ☒ X (Complete Table 2) NEW REQUEST ☐ (Complete Table 2) REQUESTED PREVIOUSLY

REMODELING/REHABILITATION PROJECT ☐ (Complete Table 2 or provide additional information per instructions)

OTHER ☐ (Complete Table 2 or provide additional information per instructions)

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDG'S, ADDITIONS, AND/OR STRUCTURES				42,496.2	14,165.5	56,661.7				42,496.2	14,165.5	56,661.7
LAND												
EQUIPMENT				10,912.7	3,637.5	14,550.2				10,912.7	3,637.5	14,550.2
UTILITIES												
REMODELING & REHABILITATION												
SITE IMPROVEMENTS				2,813.0	937.6	3,750.6				2,813.0	937.6	3,750.6
PLANNING												
TOTAL				56,221.9	18,740.6	74,962.5				56,221.9	18,740.6	74,962.5

* Describe prior year funding and/or future year funding in the scope statement section using the requested format.
State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	74,962,500	MATCHING CONTRIBUTION	\$	18,740,600
TOTAL COMPLETED PROJECT COST	\$	74,962,500	(See item 10 in Section I of this Manual)		
DESIRED PROJECT START DATE		7/1/2020	LOCAL FINANCING SOURCE		
ESTIMATED COMPLETION DATE		6/1/2023	AVAILABLE FUND BALANCE	\$	18,740,600
ESTIMATED OCCUPANCY DATE		8/1/2023	ICCB CONSTRUCTION CREDITS \$		
ESTIMATED ANNUAL OPERATING COST	\$	\$250,000	DEBT ISSUE (if any)	\$	
			DATE OF APPROVAL:		
			OTHER (please specify)	\$	
			TOTAL	\$	18,740,600

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

TABLE 2
FY 2021 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE

		PART A		PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY		ACREAGE SUMMARY (Land Acquisition)	
		REDISTRIBUTION OF NASF SPACE		Number of Acres Requested in Budget Year	
		REQUEST FOR NEW FACILITIES			
Space Type	FICM Codes	Net Assignable Square Feet (NASF)	Space Prior to Remodeling	Space After Remodeling	
Classrooms	110 thru 115	12,800		10,600	1 Landscaped Ground
Laboratory	210 thru 255	41,500	10,600		2 Physical Education and Athletic Fields
Office	310 thru 355	3,000			3 Buildings and Attached Structures
Study	410 thru 455				4 Experimental Plots
Special Use	510 thru 590				5 Other Instructional Areas
General Use: Assembly and Exhibition Other General Use	610 thru 625				6 Parking Lots
	630 thru 685	4,000	3,000	3,000	7 Roadways
Support Facilities	710 thru 765				8 Pond Retention and Drainage
	810 thru 895				9 Other (specify)
Health Care					Total Assigned Area
Unclassified					Currently Unassigned
					Total Acres
TOTAL NASF #		61,300	13,600	13,600	
TOTAL GSF* #		99,960	13,600	13,600	

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

TABLE 3
FY 2021 BUILDING BUDGET ESTIMATION FORM

District/College 527 Morton College
Location Cicero, Illinois
Project Name Allied Health Technology Center

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
Classroom Use: General Classrooms	12800	1.5	19200	356.71	\$6,848,800
Wet Laboratory Use: Allied Health Labs	6000	1.64	9840	422.56	\$4,158,000
Dry Laboratory Use: Allied Health Labs	35500	1.64	58220	399.60	\$23,264,700
General Use: Student Lounge/Study Space	4000	1.9	7600	426.37	\$3,240,400
Office Use: Faculty and Staff Offices	3000	1.7	5100	369.27	\$1,883,300
Renovations: Classrooms/Computer Labs	10600	1	10600	139.98	\$1,483,800
Renovations: Student Dining/Foodservice	3000	1	3000	253.14	\$759,400
1. Base Total	74900		113560		\$41,638,400
2. Added Costs					
Special Foundations					\$464,100
LEED Cost Factor @ 6%					\$2,526,200
3. Base Cost	74900		113560		\$44,628,700

4. Escalation (Use .3304 percent per month from base bid to bid date.) \$1,769,700
 Expected Bid Date: 07/01/21 Number of Months to Bid Date: 12

5. Escalated Building Budget (Line 3 plus Line 4) \$46,398,400

6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10) \$51,038,200

7. Adds:

a. A/E Fees 7.0% \$3,572,700

b. On-Site Observation
 Number of Months 14 Day per Week 2 \$157,400

c. Reimbursable Expenses \$107,100

d. Art in Architecture
 one-half of one percent (Multiply Line 6 by .005) \$255,200

e. Other Adds 3% CAF (ADA, Asbestos, etc. specify) \$1,531,100

f. Sub-total Adds (Lines 7a through 7e) \$5,623,500

8. Total Building Budget (Line 6 plus Line 7f) \$56,661,700

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense

Source of Cost Estimate: Demonica Kemper Architects
 Date of Cost Estimate: 5/28/2011

TABLE 4
FY 2021 MOVEABLE EQUIPMENT LIST

District/College: 527 Morton College
Project Name: Allied Health Technology Center

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
Classroom Use	Instructional Classrooms	Student Tables	320	\$600.00	\$192,000.00
Classroom Use	Instructional Classrooms	Student Chairs	640	\$150.00	\$96,000.00
Classroom Use	Instructional Classrooms	Audio Visual Equipment	20	\$6,000.00	\$120,000.00
Classroom Use	Instructional Classrooms	Podium	20	\$5,000.00	\$100,000.00
Laboratory Use	Registered Nursing Lab	Hospital Beds	10	\$6,000.00	\$60,000.00
Laboratory Use	Registered Nursing Lab	Mannequins	10	\$2,500.00	\$25,000.00
Laboratory Use	Registered Nursing Lab	IV Pumps	2	\$3,000.00	\$6,000.00
Laboratory Use	Registered Nursing Lab	Injection Teaching Models	10	\$400.00	\$4,000.00
Laboratory Use	Registered Nursing Lab	Sequential Compression Devices	2	\$400.00	\$800.00
Laboratory Use	Registered Nursing Lab	Blood Pressure Gauges	10	\$100.00	\$1,000.00
Laboratory Use	Registered Nursing Lab	Computer Screens	10	\$300.00	\$3,000.00
Laboratory Use	Registered Nursing Lab	Computer Workstations	10	\$600.00	\$6,000.00
Laboratory Use	Registered Nursing Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	Registered Nursing Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Registered Nursing Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Registered Nursing Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	LPN Lab	Hospital Beds	10	\$6,000.00	\$60,000.00
Laboratory Use	LPN Lab	Mannequins	10	\$2,500.00	\$25,000.00
Laboratory Use	LPN Lab	IV Pumps	2	\$3,000.00	\$6,000.00
Laboratory Use	LPN Lab	Injection Teaching Models	10	\$400.00	\$4,000.00
Laboratory Use	LPN Lab	Sequential Compression Devices	2	\$400.00	\$800.00
Laboratory Use	LPN Lab	Blood Pressure Gauges	10	\$100.00	\$1,000.00
Laboratory Use	LPN Lab	Computer Screens	10	\$300.00	\$3,000.00
Laboratory Use	LPN Lab	Computer Workstations	10	\$600.00	\$6,000.00
Laboratory Use	LPN Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	LPN Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	LPN Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	LPN Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	CNA Lab	Hospital Beds	10	\$6,000.00	\$60,000.00
Laboratory Use	CNA Lab	Mannequins	10	\$2,500.00	\$25,000.00
Laboratory Use	CNA Lab	IV Pumps	2	\$3,000.00	\$6,000.00
Laboratory Use	CNA Lab	Injection Teaching Models	10	\$400.00	\$4,000.00
Laboratory Use	CNA Lab	Sequential Compression Devices	2	\$400.00	\$800.00
Laboratory Use	CNA Lab	Blood Pressure Gauges	10	\$100.00	\$1,000.00
Laboratory Use	CNA Lab	Computer Screens	10	\$300.00	\$3,000.00
Laboratory Use	CNA Lab	Computer Workstations	10	\$600.00	\$6,000.00
Laboratory Use	CNA Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	CNA Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	CNA Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	CNA Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Sim Man Labs	Hospital Beds	4	\$6,000.00	\$24,000.00
Laboratory Use	Sim Man Labs	Sim Man Equipment	3	\$50,000.00	\$150,000.00
Laboratory Use	Sim Man Labs	Vita Sim Baby/Toddler/Birth Mother	1	\$12,000.00	\$12,000.00
Laboratory Use	Sim Man Labs	Video Camera / Microphone	3	\$3,000.00	\$9,000.00
Laboratory Use	Practicals Lab	Hospital Beds	10	\$6,000.00	\$60,000.00
Laboratory Use	Practicals Lab	Mannequins	5	\$2,500.00	\$12,500.00
Laboratory Use	Practicals Lab	IV Pumps	1	\$3,000.00	\$3,000.00
Laboratory Use	Practicals Lab	Injection Teaching Models	5	\$400.00	\$2,000.00
Laboratory Use	Practicals Lab	Sequential Compression Devices	1	\$400.00	\$400.00
Laboratory Use	Practicals Lab	Blood Pressure Gauges	5	\$100.00	\$500.00
Laboratory Use	Practicals Lab	Computer Screens	5	\$300.00	\$1,500.00
Laboratory Use	Practicals Lab	Computer Workstations	5	\$600.00	\$3,000.00
Laboratory Use	Radiological Tech Lab	X-Ray Suites	2	\$75,000.00	\$150,000.00
Laboratory Use	Radiological Tech Lab	UltraSound Equipment	1	\$50,000.00	\$50,000.00
Laboratory Use	Radiological Tech Lab	MRT Equipment	1	\$200,000.00	\$200,000.00

Laboratory Use	Radiological Tech Lab	CT Scanner	1	\$150,000.00	\$150,000.00
Laboratory Use	Radiological Tech Lab	Mammography Equipment	1	\$65,000.00	\$65,000.00
Laboratory Use	Radiological Tech Lab	Bone Density Equipment	1	\$35,000.00	\$35,000.00
Laboratory Use	Radiological Tech Lab	Digital Processor	1	\$150,000.00	\$150,000.00
Laboratory Use	Radiological Tech Lab	Capnometers	1	\$2,000.00	\$2,000.00
Laboratory Use	Radiological Tech Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	Radiological Tech Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Radiological Tech Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Radiological Tech Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Respiratory Therapy Lab	Hospital Rooms / Fully Equipped	5	\$15,000.00	\$75,000.00
Laboratory Use	Respiratory Therapy Lab	Capnometers	5	\$2,000.00	\$10,000.00
Laboratory Use	Respiratory Therapy Lab	Ventilators	5	\$27,000.00	\$135,000.00
Laboratory Use	Respiratory Therapy Lab	Monitors	5	\$12,000.00	\$60,000.00
Laboratory Use	Respiratory Therapy Lab	Pulmonary Functions	1	\$30,000.00	\$30,000.00
Laboratory Use	Radiological Tech Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	Radiological Tech Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Radiological Tech Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Radiological Tech Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Dental Suites	10	\$10,000.00	\$100,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Reception Chairs	6	\$350.00	\$2,100.00
Laboratory Use	Dental Hygiene/Asst. Lab	Computer Screens	10	\$300.00	\$3,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Computer Workstations	10	\$600.00	\$6,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	X-Ray Suites	2	\$50,000.00	\$100,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Student Tables	20	\$600.00	\$12,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Student Chairs	40	\$150.00	\$6,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Audio Visual Equipment	2	\$6,000.00	\$12,000.00
Laboratory Use	Dental Hygiene/Asst. Lab	Podium	2	\$5,000.00	\$10,000.00
Laboratory Use	Physical Therapy Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	Physical Therapy Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Physical Therapy Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Physical Therapy Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Physical Therapy Lab	Miscellaneous Equipment	1	\$15,000.00	\$15,000.00
Laboratory Use	Massage Therapy Lab	Massage Tables	10	\$2,000.00	\$20,000.00
Laboratory Use	Massage Therapy Lab	Massage Chairs	4	\$1,000.00	\$4,000.00
Laboratory Use	Massage Therapy Lab	Reception Chairs	6	\$350.00	\$2,100.00
Laboratory Use	Massage Therapy Lab	Student Tables	10	\$600.00	\$6,000.00
Laboratory Use	Massage Therapy Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Massage Therapy Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Massage Therapy Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Massage Therapy Lab	Washer/Dryer	1	\$2,000.00	\$2,000.00
Laboratory Use	Phlebotomy Lab	Blood Draw Chairs	10	\$1,500.00	\$15,000.00
Laboratory Use	Phlebotomy Lab	Student Tables	10	\$1,000.00	\$10,000.00
Laboratory Use	Phlebotomy Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Phlebotomy Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Phlebotomy Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Phlebotomy Lab	Specimen Analysis Equipment	1	\$50,000.00	\$50,000.00
Laboratory Use	Phlebotomy Lab	Virtual Blood Computer Equipment	1	\$20,000.00	\$20,000.00
Laboratory Use	Veterinary Asst. Lab	Miscellaneous Equipment	1	\$50,000.00	\$50,000.00
Laboratory Use	Veterinary Asst. Lab	Student Tables	10	\$1,000.00	\$10,000.00
Laboratory Use	Veterinary Asst. Lab	Student Chairs	20	\$150.00	\$3,000.00
Laboratory Use	Veterinary Asst. Lab	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Laboratory Use	Veterinary Asst. Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Medical Assistant Lab	Specimen Analysis Equipment	1	\$50,000.00	\$50,000.00
Laboratory Use	Medical Assistant Lab	Reception Room Set Up	1	\$20,000.00	\$20,000.00
Laboratory Use	Medical Assistant Lab	Microscopes	20	\$2,500.00	\$50,000.00
Laboratory Use	Medical Assistant Lab	Computer Equipment	1	\$60,000.00	\$60,000.00
Laboratory Use	Medical Assistant Lab	Student Tables	30	\$1,000.00	\$30,000.00
Laboratory Use	Medical Assistant Lab	Student Chairs	60	\$150.00	\$9,000.00
Laboratory Use	Medical Assistant Lab	Audio Visual Equipment	3	\$6,000.00	\$18,000.00
Laboratory Use	Medical Assistant Lab	Podium	3	\$5,000.00	\$15,000.00
Office Use	Faculty Offices	Full-Time Workstations	20	\$4,500.00	\$90,000.00
Office Use	Faculty Offices	Administrative Support Workstation	1	\$4,000.00	\$4,000.00
Office Use	Conference Room	Conference Table	1	\$3,000.00	\$3,000.00
Office Use	Conference Room	Ergonomic Chairs	12	\$250.00	\$3,000.00
Office Use	Workroom	Kitchenette Equipment	1	\$2,500.00	\$2,500.00

General Use	Kitchen/Servery	Foodservice Equipment	I	\$500,000.00	\$500,000.00
	Technology Upgrades	Technology Equipment	I	\$6,500,000.00	\$6,500,000.00
<hr/>					
Subtotal					\$10,187,000.00
FY 2012 Escalation @ 9.27%					\$944,300.00
FY 2013 Escalation @ 8.23%					\$916,100.00
FY 2014 Escalation @ 0%					
FY 2015 Escalation @ .67%					\$80,700.00
FY 2016 Escalation @1.19%					\$144,300.00
FY 2017 Escalation @3.33%					\$408,700.00
FY 2018 Escalation @3.27%					\$414,700.00
FY 2019 Escalation @1.84%					\$241,000.00
FY 2020 Escalation @4.6%					\$613,500.00
FY 2021 Escalation @4.3%					\$599,900.00
Grand Total Equipment Costs (this number should be included on the equipment line of table 1)					\$14,550,200.00

Fiscal Year 2021 RAMP
Community College Capital Requests

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Morton College, District #527, meeting in their regular session on June 26, 2019 with a quorum present, officially authorized the submission of the attached Fiscal Year 2021 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

Proposed Source (s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$ 18,740,600</u>
2. Protection, Health, and Safety Tax Levy	<u>\$</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$</u>
4. Other Debt Issue	<u>\$</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$</u>
6. Other (Please Specify)_____	<u>\$</u>
TOTAL LOCAL MATCH	<u>\$ 18,740,600</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

MORTON COLLEGE

RESOURCE ALLOCATION MANAGEMENT PROGRAM (RAMP)

FY2021 REQUEST COMMUNITY INSTRUCTIONAL CENTER

Fiscal Year 2021 RAMP
Community College Capital Requests

COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual (s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested projects (s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB or IBHE contacts to answer questions concerning the Capital RAMP requests.

Community College District _____ 527

Budget Year Request _____ 2021

Capital RAMP Contact Person _____ Mr. Frank Marzullo

Telephone Number _____ 708-656-8000

ONE FORM ONLY

Scope of Work Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Community Instructional Center

The New Community Instructional Center at Morton College will provide 44,400 SF of additional space for the college and will renovate approximately 6,050 SF of existing space. In order to support the life-long learning and training needs for the residents of the Morton College District and to support the College's commitment to the Arts for its community, the new building will house the following spaces:

• Building Lobby	1,500 sf
• Management Offices	1,000 sf
• Faculty Offices	900 sf
• Business Center	400 sf
• Special Events Room (400 seats)	7,000 sf
• Pre-Function Space	2,500 sf
• Connecting Link	5,000 sf
• Executive Conference Room	600 sf
• Seminar / Lecture Classrooms (8)	7,200 sf
• Computer Labs (2)	2,000 sf
• Catering Kitchen	1,000 sf
• Equipment Storage	1,000 sf
• Culinary Institute	10,000 sf
• Theater Dressing Rooms	1,000 sf
• Green Room	300 sf
• <u>Scenery Storage</u>	<u>3,000 sf</u>
Total Net Area	44,400 sf

The new building will be constructed to the south of the existing Performing Arts Center and will physically connect to this existing facility. The new construction is envisioned as a two-story structure, constructed of a steel frame with a combination masonry / glass envelope in order to blend in with the rest of the campus aesthetic. In keeping with the College's commitment to sustainability, the new building will also incorporate "green" design strategies consistent with LEED certification requirements. The history of the existing campus facilities has proven that a special foundation system will be required to properly support the building and these costs have been included in the construction cost estimates.

The major component of the facility will be a flexible Special Events Room that can accommodate up to 400 occupants for large presentations and conferences when completely opened up, while at the same time this space can be subdivided into three smaller spaces to accommodate up to 130 occupants each. Adjacent to this space will be a Pre-function area to accommodate formal and informal College and community gatherings that will also connect directly to the existing Performing Arts Lobby.

Fiscal Year 2021 RAMP Community College Capital Requests

A portion of the new building will also be dedicated to a new Culinary Institute for Morton College and the location of this program adjacent to the Special Events Room will allow the culinary students to gain “real-world” experience as they serve the needs of various conferences that will be provided at this facility.

In order to better respond to the Performing Arts needs of the community, a small addition will also be provided at the north side of the existing Performing Arts Center to accommodate specific backstage functions. As these existing functions relocate out of their existing locations, this existing space will be renovated into new Financial Aid space to strengthen the College’s commitment to providing a One-Stop Student Services Center for its students.

Since the location for this new building has been identified where the existing drop-off area is located, a new drop-off area for patrons, students, and public transportation along with an associated entry plaza will be developed to respond to the new entrance for the Community Instructional Center and the existing Gymnasium Building.

Appropriate utility connections including, water, sewer, gas, and electricity will need to be extended to the new building as well as appropriate detention requirements.

The new building will incorporate hard-wired as well as wireless technology in order to provide flexibility for students and faculty. Instructional spaces will also accommodate audio-visual equipment and will be designed to allow for various types of teaching and learning configurations to be developed.

Programmatic Justification Narrative

DISTRICT/COLLEGE: 527 Morton College

PROJECT NAME: Community Instructional Center

The Community Instructional Center will house a number of needed programs, business and industry training, as well desperately needed community space to include the expansion of theatre operation.

The Culinary Institute will house the college's newly developed culinary arts program. Laddered certificate programming will allow students to develop basic food sanitation and food preparation skills for entry-level jobs. Certificate completion will lead the advanced credentials up to and including an Associate in Applied Science Degree in Culinary Arts. With this degree, students will be well-qualified for higher paying jobs in the food service industry.

According to the U.S. Bureau of Labor Statistics, employment in the services occupational groups is expected to increase by 4.8 million or 17% by the year 2016. Approximately one million newly created jobs are project in the food services industry. A preliminary needs assessment of our college district suggests employment opportunities exist on all levels of the food service industry and are expected to grow.

The business center, special events room and seminar/classrooms will aid in the development of a comprehensive business education and services program. This facility's focus will be on creating customized contract training programs for area employers. There is currently no mid-size conference or accredited training center in the nearby area available to our community.

The special events room will create a needed venue for community functions and special events. The theatre dressing room and scenery area will enhance our premier theatre program, which is an integral component of community and educational performances. Additionally, this center will bring jobs to the local economy to staff the program, to manage the facility, and supply needed resources.

TABLE 1 FISCAL YEAR 2021 CAPITAL PROJECT REQUEST

DISTRICT/COLLEGE: 527 Morton College DISTRICT PRIORITY NUMBER 4 OUT OF 4

PROJECT NAME AND/OR DESCRIPTION Community Instructional Center

Check one: ☒ (Complete Table 2)
 NEW FACILITIES CONSTRUCTION/ACQUISITION
☐ (Complete Table 2)
 REMODELING/REHABILITATION PROJECT
☐ (Complete Table 2 or provide additional information per instructions)
 OTHER

Check one: ☐ NEW REQUEST
☒ REQUESTED PREVIOUSLY

Dollars rounded to the nearest hundred (for example and per instructions enter \$1,456,789 as \$1,456.8)

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS, AND/OR STRUCTURES				30,299.9	10,100.0	40,399.9				30,299.9	10,100.0	40,399.9
LAND												
EQUIPMENT				1,687.6	562.5	2,250.1				1,687.6	562.5	2,250.1
UTILITIES												
REMODELING & REHABILITATION												
SITE IMPROVEMENTS				1,271.5	423.8	1,695.3				1,271.5	423.8	1,695.3
PLANNING												
TOTAL				33,259.0	11,086.3	44,345.3				33,259.0	11,086.3	44,345.3

* Describe prior year funding and/or future year funding in the scope statement section using the requested format.
 State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR)	\$	44,345,300	MATCHING CONTRIBUTION	\$	11,086,300
TOTAL COMPLETED PROJECT COST	\$	44,345,300	(See Item 10 in Section I of this Manual)		
DESIRED PROJECT START DATE		7/1/2020	LOCAL FINANCING SOURCE		
ESTIMATED COMPLETION DATE		6/1/2023	AVAILABLE FUND BALANCE	\$	11,086,300
ESTIMATED OCCUPANCY DATE		8/1/2023	ICCB CONSTRUCTION CREDITS	\$	
ESTIMATED ANNUAL OPERATING COST	\$	\$178,600	DEBT ISSUE (if any)	\$	
			DATE OF APPROVAL		
			OTHER (please specify)	\$	
			TOTAL	\$	11,086,300

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

TABLE 2
FY 2021 SUMMARY OF REQUESTED SPACE AND/OR ACREAGE

		PART A		PART B	
		NET ASSIGNABLE SQUARE FOOTAGE SUMMARY		ACREAGE SUMMARY (Land Acquisition)	
		REDISTRIBUTION OF NASF SPACE		Number of Acres Requested in Budget Year	
Space Type	FICM Codes	REQUEST FOR NEW FACILITIES	Space Prior to Remodeling	Space After Remodeling	
		Net Assignable Square Feet (NASF)			
Classrooms	110 thru 115	16,200			1 Landscaped Ground
Laboratory	210 thru 255	13,300	1,180	1,120	2 Physical Education and Athletic Fields
Office	310 thru 355	2,900	120		3 Buildings and Attached Structures
Study	410 thru 455				4 Experimental Plots
Special Use	510 thru 590				5 Other Instructional Areas
General Use:					6 Parking Lots
Assembly and Exhibition	610 thru 625				7 Roadways
Other General Use	630 thru 685	9,000	4,000	4,000	8 Pond Retention and Drainage
Support Facilities	710 thru 765	3,000			9 Other (specify)
Health Care	810 thru 895				Total Assigned Area
Unclassified					Currently Unassigned
					Total Acres
TOTAL NASF #		44,400	5,300	5,120	
TOTAL GSF* #		71,642	6,050	6,050	

*Gross Square Feet

COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED

TABLE 3 FY 2021 BUILDING BUDGET ESTIMATION FORM

District/College 527 Morton College
Location Cicero, Illinois
Project Name Community Instructional Center

(cost column rounded to the nearest hundred)

Space Type	NASF	Multiplier Factor	GSF	\$/GSF	Cost
Classroom Use: Classrooms/Comp. Labs	9200	1.5	13800	356.71	\$4,922,600
Classroom Use: Special Events Room	7000	1.5	10500	356.71	\$3,745,500
Wet Laboratory Use: Culinary Arts Lab	12000	1.64	19680	422.56	\$8,316,000
Wet Laboratory Use: Theater Support	1300	1.64	2132	422.56	\$900,900
General Use: Lobby/Pre-Function	9000	1.9	17100	426.37	\$7,290,900
Office Use: Faculty and Staff Offices	2900	1.7	4930	369.27	\$1,820,500
Supporting Facilities Use: Theater Storage	3000	1.2	3600	333.15	\$1,199,300
Renovations: Student Services Space	1950	1	1950	178.54	\$348,200
Renovations: Performing Arts Space	4000	1	4000	285.65	\$1,142,600
1. Base Total	50350		77692		\$29,686,500
2. Added Costs					
Special Foundations					\$300,200
LEED Cost Factor @ 6%					\$1,799,200
3. Base Cost	50350		77692		\$31,785,900

4. Escalation (Use .3326 percent per month from base bid to bid date.) \$1,268,700
 Expected Bid Date: 07/01/21 Number of Months to Bid Date: 12

5. Escalated Building Budget (Line 3 plus Line 4) \$33,054,600

6. Escalated Building Budget Plus 10% Contingency (Line 5 multiplied by 1.10) \$36,360,100

7. Adds:

a. A/E Fees 7.0% \$2,545,200

b. On-Site Observation
 Number of Months 14 Day per Week 2 \$114,800

c. Reimbursable Expenses \$107,200

d. Art in Architecture
 one-half of one percent (Multiply Line 6 by .005) \$181,800

e. Other Adds 3% CAF (ADA, Asbestos, etc. specify) \$1,090,800

f. Sub-total Adds (Lines 7a through 7e) \$4,039,800

8. Total Building Budget (Line 6 plus Line 7f) \$40,399,900

OTHER:

Estimate of Annual State Supported Operations and Maintenance Expense _____

Source of Cost Estimate: Demonica Kemper Architects
 Date of Cost Estimate: 5/28/2011

TABLE 4
FY 2021 MOVEABLE EQUIPMENT LIST

District/College: 527 Morton College
Project Name: Community Instructional Center

(cost column rounded to the nearest dollar--please round the grand total equipment cost to the nearest hundred when you transfer to table 1)

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost
Classroom Use	Instructional Classrooms	Student Tables	144	\$600.00	\$86,400.00
Classroom Use	Instructional Classrooms	Student Chairs	288	\$150.00	\$43,200.00
Classroom Use	Instructional Classrooms	Audio Visual Equipment	8	\$6,000.00	\$48,000.00
Classroom Use	Instructional Classrooms	Podium	8	\$5,000.00	\$40,000.00
Classroom Use	Computer Labs	Student Computer Tables	32	\$1,200.00	\$38,400.00
Classroom Use	Computer Labs	Student Chairs	64	\$150.00	\$9,600.00
Classroom Use	Computer Labs	Audio Visual Equipment	2	\$6,000.00	\$12,000.00
Classroom Use	Computer Labs	Podium	2	\$5,000.00	\$10,000.00
Classroom Use	Special Events Room	8 Person Tables	50	\$1,000.00	\$50,000.00
Classroom Use	Special Events Room	Chairs	400	\$150.00	\$60,000.00
Classroom Use	Special Events Room	Audio Visual Equipment	1	\$50,000.00	\$50,000.00
Classroom Use	Special Events Room	Podium	3	\$5,000.00	\$15,000.00
Office Use	Offices	Workstation	16	\$4,500.00	\$72,000.00
Office Use	Conference Room	Conference Table	1	\$5,000.00	\$5,000.00
Office Use	Conference Room	Ergonomic Chairs	16	\$400.00	\$6,400.00
Office Use	Conference Room	Audio Visual Equipment	1	\$6,000.00	\$6,000.00
Office Use	Conference Room	Podium	1	\$5,000.00	\$5,000.00
Office Use	Workroom	Kitchenette Equipment	1	\$2,500.00	\$2,500.00
Laboratory Use	Culinary Arts Lab	Foodservice Equipment	1	\$750,000.00	\$750,000.00
Laboratory Use	Culinary Arts Lab	Student Tables	12	\$600.00	\$7,200.00
Laboratory Use	Culinary Arts Lab	Student Chairs	24	\$150.00	\$3,600.00
Laboratory Use	Culinary Arts Lab	Audio Visual Equipment	1	\$100,000.00	\$100,000.00
Laboratory Use	Culinary Arts Lab	Podium	1	\$5,000.00	\$5,000.00
Laboratory Use	Warming Kitchen	Foodservice Equipment	1	\$75,000.00	\$75,000.00
General Use	Lobby/Pre-Function	Lounge Furniture	1	\$60,000.00	\$60,000.00
Support Use	Scenery Storage	Storage Racks	1	\$15,000.00	\$15,000.00
Subtotal					\$1,575,300.00
FY2012 Escalation @ 9.27%					\$146,000.00
FY2013 Escalation @ 8.23%					\$141,700.00
FY2014 Escalation @ 0%					
FY2015 Escalation @ .67%					\$12,500.00
FY2016 Escalation @ 1.19%					\$22,300.00
FY2017 Escalation @ 3.33%					\$63,200.00
FY2018 Escalation @ 3.27%					\$64,100.00
FY2019 Escalation @ 1.84%					\$37,300.00
FY2020 Escalation @ 4.6%					\$94,900.00
FY2021 Escalation @ 4.3%					\$92,800.00
Grand Total Equipment Costs (this number should be included on the equipment line of table 1)					\$2,250,100.00

Fiscal Year 2020 RAMP
Community College Capital Requests

BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Morton Community College, District #527, meeting in their regular session on June 26, 2019 with a quorum present, officially authorized the submission of the attached Fiscal Year 2021 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

Proposed Source (s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	<u>\$11,086,300</u>
2. Protection, Health, and Safety Tax Levy	<u>\$</u>
3. Protection, Health, and Safety Bond Proceeds	<u>\$</u>
4. Other Debt Issue	<u>\$</u>
5. State Certified Construction Credits (Remaining from 1987)	<u>\$</u>
6. Other (Please Specify)_____	<u>\$</u>
TOTAL LOCAL MATCH	<u>\$11,086,300</u>

Signed _____
Chairperson of the Board of Trustees

Signed _____
Chief Executive Officer of the College District

FIRST AMENDMENT TO SETTLEMENT AGREEMENT AND MUTUAL RELEASE

The Town of Cicero ("Cicero") and the Morton College Board of Trustees of Illinois Community College District No. 527 ("Morton" together with Cicero, the "Amending Parties"), entered into that certain Settlement Agreement and Mutual Release, effective May 6, 2003 (the "Agreement") and hereby agree to amend and, as applicable, restate the Agreement pursuant to this First Amendment to Settlement Agreement and Mutual Release (the "Amendment") on the terms set forth below.

THEREFORE, the Amending Parties hereby agree to the following:

A- 1. Amending Parties acknowledge that the release provided by Morton to Cicero in paragraph 3 in the Agreement causes paragraph 8 in the Agreement to be unnecessary and upon this mutual understanding enter into this Amendment.

A- 2. The Agreement is amended as follows: paragraph 8 of the Agreement is stricken, held for naught and of no further effect. All other terms of the Agreement shall remain unchanged and in full force and effect.

A- 3. The Amending Parties agree that there is sufficient consideration in this transaction to bind the Amending Parties under this Amendment. This Amendment is binding on the successors, transferees and assigns of the Amending Parties.

A- 4. The Amending Parties enter into this Amendment freely, knowingly and voluntarily. Each Amending Party represents and warrants to the other that the individual executing this Amendment is authorized to bind said Amending Party for purposes of this Amendment.

A- 5. This Amendment may be executed in counterparts, each of which constitutes an original and all of which constitutes one and the same agreement. A facsimile or electronic signature shall constitute an original signature for all purposes. This Amendment is effective on the latest date of execution as set forth below.

MORTON COLLEGE BOARD OF TRUSTEES OF ILLINOIS COMMUNITY COLLEGE
DISTRICT NO. 527

By: _____

Its: _____

Date: _____

TOWN OF CICERO, ILLINOIS

By: _____

Its: _____

Dates: _____

A RESOLUTION AMENDING THE MAY 6, 2003 SETTLEMENT AGREEMENT AND MUTUAL RELEASE BETWEEN MORTON COLLEGE AND THE TOWN OF CICERO.

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 (the "Act"), as supplemented and amended; and

WHEREAS, the Town of Cicero (the "Town") and Morton previously entered into a Settlement Agreement and Mutual Release (the "Agreement") on May 6, 2003 regarding the sale by the Town and the purchase by Morton of certain property as described in the Agreement and located generally at 5401 West 37th Street, Cicero, Illinois (the "Property"), a copy of which is attached hereto and incorporated herein as Exhibit A; and

WHEREAS, due to changing circumstances, the Town and Morton have determined that the Agreement should be amended to delete Section 8 of the Agreement; and

WHEREAS, Morton and the Town, through its own legislative action, desire to amend the Agreement by deleting Section 8, which requires, among other things, Morton to obtain a No Further Remediation (NFR) letter (the "Amendment") from the Illinois Environmental Protection Agency, to record such letter, and to perform certain remedial work diligently; and

WHEREAS, Morton requested this deletion, to which the Town agreed and approved, based upon an opinion furnished by Patrick Engineering rendered on April 18, 2014, attached hereto and incorporated herein as Exhibit B, that finds that the Property contains certain common industrial contaminants which pose no significant threat to human health or the environment but which render the Property ineligible for a NFR letter; because of this, Section 8 of the Agreement

cannot be complied with by Morton, thus complicating any development, transfer or use of the Property and as such, Patrick Engineering recommends Section 8 of the Agreement be deleted; and

WHEREAS, Patrick Engineering has opined that the pursuit of the NFR letter is cost-prohibitive for Morton and that in order to develop, transfer or use the Property, Section 8 should be deleted; and

WHEREAS, Patrick Engineering has further opined that Section 8 provides no additional protection to the Town and instead, solely places certain obligations on Morton, which cannot be complied with without imposing a significant financial burden to Morton and as such, in order to develop, transfer or use the property, Section 8 should be deleted; and

WHEREAS, in consideration of the above, the Town adopted a resolution on May 28, 2019 approving the Amendment to the Agreement; 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 approve the Amendment with the Town;

NOW, THEREFORE, BE IT RESOLVED by the Chairman and the Board of Trustees of Community College District No. 527, Cook County, Illinois, as follows:

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 Board Chairman or his designee to enter into and approve the Amendment with the Town, and to further authorize the Board Chairman or

his designee to take all steps necessary to carry out the terms of the Amendment and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The form, terms and provisions of the Amendment are hereby approved in substantially the same form as provided therein, with such insertions, omissions and changes as shall be approved by the Board Chairman, Morton President or Attorney executing the same, the execution of such document being conclusive evidence of such approval; and the Morton 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 Amendment 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 underlying agreement and Amendment, 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 ___ day of June, 2019.

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

Attest:

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

EXHIBIT A

SETTLEMENT AGREEMENT AND MUTUAL RELEASE

This Settlement Agreement and Mutual Release (the "Agreement"), effective MAY 6, 2003 ("Effective Date"), is among The Town of Cicero ("Cicero"), Morton College Board of Trustees of Illinois Community College District No. 527 ("Morton"), and National Jockey Club ("Jockey Club"). Cicero, Morton and Jockey Club are referred to collectively herein as the "Parties."

RECITALS

WHEREAS, Cicero purchased certain real property located at 37th Street and 54th Avenue in Cicero, Illinois, commonly known as 5401 West 37th Street, Cicero, Illinois, more particularly described in Attachment "A" attached hereto (hereafter, the "Rocket Express Site");

WHEREAS, in 1994, prior to purchasing the Rocket Express Site, Morton conducted certain evaluations and tests of the Site;

WHEREAS, in 1994, Morton purchased the Rocket Express Site from Cicero;

WHEREAS, in 1996, Morton, in preparation for its development of the Rocket Express Site for certain recreational uses, conducted environmental evaluations and tests of the Rocket Express Site ("Post-Acquisition Evaluations");

WHEREAS, the Post-Acquisition Evaluations found that certain soils on the Rocket Express Site may have been impacted by Contaminants ("Contaminants" means petroleum and any of its derivatives, petroleum hydrocarbons, and any material, gas or substance defined or regulated under any federal or state law, regulation, as hazardous or toxic, if, and only if, that material, gas or substance has been identified in testing conducted at the Rocket Express Site up to the date of this Agreement) from previous commercial uses on the Rocket Express Site, the depositing over the years onto the Rocket Express Site by unknown third parties of certain materials, debris or waste and/or the depositing of certain soils from a neighboring property known as PSO Site onto the Rocket Express Site (the "Soil Pile");

WHEREAS, on December 18, 1997, Morton filed with the U.S. District Court, Northern District of Illinois, Eastern Division, a ten-count complaint against Cicero, which complaint was amended on March 31, 1998 and on May 29, 1998 (collectively, the "Complaint") under the following theories: (i) CERCLA, Section 103; (ii) CERCLA, Section 107; (iii) CERCLA, Section 113; (iv) RCRA, Section 6924; (v) RCRA, Section 6925; (vi) RCRA, Section 6945; (vii) RCRA, Section 6972(a)(1)(B); (viii) Nuisance; (ix) Negligence; (x) Continuing Intentional Trespass; (xi) Illinois Environmental protection Act Violations; and (xii) Illinois Underground Storage Tank Violations (Title XVI of the Illinois Environmental Protection Act, former Section 22/8 of such Act and 35 Illinois Administrative Code Parts 731 and 732);

WHEREAS, on October 8, 1998, Cicero filed with the U.S. District Court, Northern District of Illinois, Eastern Division, its answer and affirmative defenses with respect to the Complaint, which answer and affirmative defenses were amended on February 25, 1999 and March 19, 1999 (which amendment alleged certain counterclaims) (collectively, the "Answers, Affirmative Defenses and Counterclaims");

WHEREAS, Cicero's Counterclaims alleged that Morton was liable to Cicero with regard to certain environmental matters relating to the Rocket Express Site under the following theories: (i) CERCLA liability, (ii) RCRA, Section 4005, and (iii) RCRA, Section 7002(a)(1)(B) (collectively, "Counterclaims");

WHEREAS, on October 25, 1999, Cicero filed with the U.S. District Court, Northern District of Illinois, Eastern Division, a third-party complaint (the "Third-Party Complaint") against the National Jockey Club which third-party complaint alleged that the National Jockey Club would, in the event that Cicero was found liable to Morton with respect to certain environmental matters relating to the Rocket Express Site, be liable to Cicero for contribution pursuant to Section 113(f) of CERCLA;

WHEREAS, Morton, in an effort to develop the Rocket Express Site for certain recreational uses, has submitted the Rocket Express Site into the Illinois Environmental Protection Agency's ("IEPA") Voluntary Site Remediation Program to undertake remediation of Contaminants sufficient to obtain from the IEPA a written "No Further Remediation" determination ("NFR") regarding the Rocket Express Site;

WHEREAS, resolving the current dispute between the Parties with regard to responsibility for Contaminants related to the Rocket Express Site is anticipated to facilitate Morton's efforts to obtain a NFR for the Rocket Express Site and is anticipated to facilitate Morton's efforts to develop the Rocket Express Site for certain recreational uses;

WHEREAS, the Parties agree that it would be beneficial to the community to have the Rocket Express Site remediated and developed for certain recreational uses including open park space and athletic fields; and

WHEREAS, in order to avoid the further expense, delay and uncertainty of litigation, in order to facilitate the remediation of the Rocket Express Site, in order to facilitate obtaining a NFR for the Rocket Express Site and in order to facilitate the development of the Rocket Express Site for recreational use, the Parties are entering into this Agreement without any admission of liability or fault on the part of any party hereto.

AGREEMENT AND RELEASE

NOW, THEREFORE, intending to be legally bound, and in consideration of their mutual covenants and representations as set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Recitals.

The recitals set forth above and the definitions given therein are incorporated herein as part of this Agreement.

2. Settlement Funds.

Cicero agrees that it will contribute a total of one million dollars (\$1,000,000.00) as its share of the costs of remediating the Rocket Express Site (the "Settlement Funds"). The Settlement Funds will be made in the form of an initial deposit by Cicero of Two Hundred Thousand Dollars (\$200,000.00) into a bank account designated by Morton. Morton shall have full and sole control of the funds deposited into the account, subject only to the provisions of this paragraph. Once the account balance is reduced to Twenty-five Thousand Dollars (\$25,000.00), Morton will notify Cicero that it must make an additional deposit of Two Hundred Thousand Dollars (\$200,000.00). Cicero will deposit the next installment into the bank account within 14 days of receiving notice from Morton. Cicero will make a total of five Two Hundred Thousand Dollar (\$200,000.00) deposits into the bank account according to the procedure identified in the proceeding sentences. The Settlement Funds may be drawn from eligible TIF funds. The College will withdraw the Settlement Funds from the bank account for the sole purpose of paying for the "remediation costs" of the Soil Pile. For purposes of this Agreement, "remediation costs" means costs and expenses, related to the Soil Pile, associated with obtaining a "no further remediation" letter from the Illinois Environmental Protection Agency ("IEPA"), as required in paragraph 8 of this Agreement. By way of example, and not limitation, "remediation costs" include professional engineering and consulting fees, laboratory costs, equipment and labor costs for sampling, testing, analysis, sorting, removing, or moving the Soil Pile, report costs, fees paid to IEPA under the Site Remediation Program ("SRP"), and all other costs and expenses related to actions required by, or approved by, IEPA in connection with obtaining a "no further remediation" letter applicable to the Soil Pile. "Remediation costs" does not include legal fees. Morton will provide copies of invoices and other supporting documentation to Cicero, within ten (10) business days of Cicero's specific request, to demonstrate that the Settlement Funds were used for the remediation costs of the Soil Pile. Morton shall retain and

preserve all supporting documentation for a period of one (1) year after it obtains a "no further remediation" letter.

Cicero's initial deposit of Two Hundred Thousand Dollars (\$200,000.00) shall be made within ten (10) business days after the effective date of this Agreement. If any amounts remain in the bank account after the remediation of the Soil Pile is completed, those remaining amounts shall remain the property of Morton, for any use related to the Rocket Express Site.

Cicero shall have the right, but not the obligation, to replace some or all of the Settlement Funds in the bank account with the identical amount of funds which might be obtained from governmental grants or other sources. In such an event, Cicero shall notify Morton of such replacement, and shall deposit the replacement funds into the bank account. Morton shall return the replaced funds to Cicero within one business day of deposit of the replacement funds. If a separate account must be created to hold the proceeds for governmental grants or other sources, Cicero has the right to replace funds from the bank account with the same amount of funds deposited into the separate account. If a separate account is created pursuant to the preceding paragraph, Morton shall have full and sole control of that separate account, subject only to the requirements of the governmental grant or other source. In the event of the creation of a separate account, Cicero shall notify Morton, and shall deposit the replacement funds into the separate account. Morton shall return the replaced funds to Cicero within one business day of the deposit of the replacement funds.

3. **Morton's Release of Cicero.**

Morton, for itself, and each of its past, present and future board members (collectively, the "Morton Parties"), hereby fully and forever releases Cicero and each of its individual or collective past, present and future elected officials, appointed officials, trustees, officers, employees, agents, and representatives from any and all claims, theories, causes of action, liabilities, losses or damages, of any kind or nature whatsoever, including, without limitation,

any of the foregoing relating to contract, common law, statute, regulation, ordinance or any requirement of any governmental authority, whether pending or in the future, which the Morton Parties now has or has received or may in the future have or receive, whether known or unknown, suspected or unsuspected, foreseeable or unforeseeable, which relate to, arise from or pertain in any way to the environmental condition of the Rocket Express Site including, without limitation, any claims, theories, or causes of action that were alleged or that could have been alleged in the Complaint. Notwithstanding anything to the contrary herein, Morton expressly reserves and does not release Cicero from any of its obligations arising under this Agreement.

4. Cicero's Release of Morton and Jockey Club.

Cicero, for itself, and each of its past, present and future board members (collectively, the "Cicero Parties"), hereby fully and forever releases Morton and Jockey Club and each of its individual or collective past, present and future elected officials, appointed officials, trustees, officers, employees, agents, and representatives from any and all claims, theories, causes of actions, liabilities, losses or damages, of any kind or nature whatsoever, including, without limitation, any of the foregoing relating to contract, common law, statute, regulation, ordinance or any requirement of any governmental authority, whether pending or in the future, which the Cicero Parties now has or has received or may in the future have or receive, whether known or unknown, suspected or unsuspected, foreseeable or unforeseeable, which relate to, arise from or pertain in any way to the environmental condition of the Rocket Express Site including, without limitation, any claims, theories, or causes of action that were alleged or that could have been alleged in the Counterclaim and the Third-Party Complaint. Notwithstanding anything to the contrary herein, Cicero expressly reserves and does not release Morton and Jockey Club from any of their obligations arising under this Agreement.

5. Jockey Club's Release of Cicero.

Jockey Club, for itself, and each of its past, present and future board members (collectively, the "Jockey Club Parties"), hereby fully and forever releases Cicero and each of its individual or collective past, present and future elected officials, appointed officials, trustees, officers, employees, agents, and representatives from any and all claims, theories, causes of action, liabilities, losses or damages, of any kind or nature whatsoever, including, without limitation, any of the foregoing relating to contract, common law, statute, regulation, ordinance or any requirement of any governmental authority, whether pending or in the future, which the Jockey Club Parties now has or has received or may in the future have or receive, whether known or unknown, suspected or unsuspected, foreseeable or unforeseeable, which relate to, arise from or pertain in any way to the environmental condition of the Rocket Express Site including, without limitation, any claims, theories, or causes of action that were alleged or that could have been alleged in the Complaint or Third-Party Complaint.

6. Payment of Sales Net Proceeds to Cicero.

Jockey Club is currently attempting to sell the real estate located at 3301 South Laramie Avenue, Cicero, Illinois and described in the legal description attached hereto as Exhibit B ("the Property"). Jockey Club agrees that in consideration for the release of the claims identified in paragraph 4 of this Agreement, it will remit to Cicero, ^{5%} ~~7%~~ % of the Net Sales Proceeds (as hereinafter defined) from the sale of the Property. The "Net Sales Proceeds" means the gross sales price for the Property minus all monies due or to become due to existing creditors of Jockey Club, including, without limitation, all monies payable or to become payable by Jockey Club under that certain "Amended and Restated Construction Loan Agreement Dated as of July 29, 2002" by and among Harris Trust and Savings Bank, LaSalle Bank National Association, MB Financial, PNC Bank, National Association, and First Tennessee Bank National Association, on the one hand, and Jockey Club, on the other hand. It is expressly represented by Jockey Club

[Handwritten signature]
04 JUN 03

that the "Loan Amount" payable under said "Amended and Restated Construction Loan Agreement" is \$35,500,000. Further, to the extent there are any Net Sales Proceeds, the amount to be paid by Jockey Club under this Agreement to Cicero will be capped at and will not exceed One Hundred Fifty Thousand Dollars (\$150,000).

7. Dismissal of Lawsuit.

Morton and Cicero will dismiss the Complaint, Counterclaim and Third-Party Complaint with prejudice within ten (10) days of the signing of this Agreement by both parties. It is the parties' intention that the Complaint will be dismissed on or before March 5, 2003, which is the next status hearing before the Court.

8. Morton's Covenant To Remediate And Obtain A NFR.

Morton shall be [REDACTED] for conducting or causing to occur each of the following: (i) all activities and work required to [REDACTED] a written NFR (or NFRs) with regard to the entire Rocket Express Site impacted by any Contaminants ever in the past or present at, in, on or under the Rocket Express Site; (ii) the [REDACTED] within forty-five (45) days after its receipt of the NFRs and attendant "environmental notice" from IEPA, of such NFRs (and attendant environmental notice) by the Office of the Recorder of Cook County and the prompt delivery thereafter of a certified copy of such recorded documents to IEPA and Cicero; and (iii) all activities [REDACTED] by federal or state governmental authorities under any applicable federal or state laws or regulations with regard to any Contaminants ever in the past or present at, in, on or under the Rocket Express Site ("Remedial Work"). [REDACTED] shall perform [REDACTED] in good faith and in compliance with all applicable laws and regulations, of federal or state governmental authorities.

9. Facilitation.

Morton and Cicero agree that they will, from time to time, execute and deliver such further instruments or take such further action as the other party may reasonably request to

effectuate this Agreement, including, but not limited to, the preparation and execution of documents relating to the Escrow Agreement, and for compliance with applicable federal, state or local laws regulations or ordinances.

10. **Survival of Rights and Obligations.**

All rights and obligations of the Parties arising pursuant to this Agreement shall survive the execution of this Agreement and are not intended to be released by this Agreement.

11. **Effectuate Agreement.**

The Parties shall conduct all public hearings as may be necessary in order to pass a resolution or ordinance adopting this Agreement or the terms of this Agreement.

12. **Applicable Law.**

This Agreement shall be construed and interpreted under the laws of the State of Illinois.

13. **Ambiguities.**

The Parties expressly waive any common law or statutory rule of construction that ambiguities should be construed against the drafter of this Agreement, and agree that the language in all parts of this Agreement shall be in all cases construed as a whole, according to its fair meaning and the intent of the Parties.

14. **Third-Party Beneficiaries.**

Except as otherwise provided herein, this Agreement is for the benefit of the Parties hereto, and shall not create any rights as a third-party beneficiary in any person or entity not a party to this Agreement and bind such party to this Agreement.

15. **Relationship of the Settling Parties.**

This Agreement does not create, and shall not be construed to create, any agency, joint venture or partnership relationship between or among the Parties.

16. Integration and Amendment.

This Agreement supersedes all prior agreements or understandings, written or oral, among the Parties with respect to the subject matter hereof. Furthermore, this Agreement may be amended from time to time only by a written instrument executed by the Parties.

17. Execution in Duplicate Counterparts.

This Agreement may be executed in duplicate counterparts, each of which shall be deemed an original, and both of which taken together shall constitute one and the same instrument.

18. Authority To Execute Agreement.

Each individual signatory to this Agreement represents that he/she has the authority to execute and deliver this Agreement on behalf of the Party for whom he/she is signing this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement in counterpart, as of the date and year above first written.

MORTON COLLEGE BOARD OF
TRUSTEES OF ILLINOIS COMMUNITY
COLLEGE DISTRICT NO. 527

TOWN OF CICERO

By: *William F. Perkins*

Its: *Chairman*

06 MAY 03

By: *Kevin G. Gaffney*

Its: *President*

NATIONAL JOCKEY CLUB

By: _____

Its: _____

EXHIBIT A

Legal Description for Rocket Express Site to be provided

CHGO1:30134106.v3

EXHIBIT B

Legal description for Jockey Club Property.

CH001:30134106.v3

P. 13

708-425-1898

Odelson & Sterk

Apr 17 03 04:44p

EXHIBIT B



April 18, 2014

Mr. Frank Marzullo
Executive Director/Inspector General
Morton College
3801 South Central Avenue
Cicero, Illinois 60804

Subject: Rocket Express Property Environmental Issues Review
Morton College
Cicero, Illinois

Reference: Patrick Project No. 21453.017

Dear Mr. Marzullo:

Patrick Engineering Inc. (Patrick) is pleased to provide Morton College (the College) this brief summary of the environmental issues associated with the former Rocket Express property (the Site), which adjoins the main campus of the College directly to the east. This summary letter was prepared based upon a review of the available environmental documents contained within the College's files, as well as conversations with College officials, and officials from the Illinois Environmental Protection Agency (Illinois EPA). This scope of this review was defined in Patrick's cost proposal dated April 8, 2014.

PROJECT UNDERSTANDING

The Site has historically been used as a trucking terminal since the 1950s by a number of different companies. Between 1986 and 1994, a truck terminal building, an office building, and two support buildings on the Site were demolished¹. The Town of Cicero ultimately purchased the property, and subsequently sold the Site to the College in 1994². During the approximately nine-month period between the College contracting for the property and closing on the property (during which Cicero remained the owner), Cicero deposited large amounts of soil and debris (~50,000 cubic yards) at the Site. There was disagreement at the time between the College and Cicero as to the appropriateness of this dumping of soils, which were ultimately found to contain elevated levels of metals and volatile organic compounds.

¹ Supplemental Site Investigation Report, PSI, October 10, 2001

² Letter from Swanson, Martin & Bell to Morton College, December 22, 2003

Ultimately, the College filed a federal lawsuit against the Town of Cicero in 1997, which was settled in 2003. Under the terms of the settlement agreement³, Cicero agreed to pay the College one million dollars towards the remediation/removal of the soil pile. In return, the College provided a broad environmental release to Cicero, indemnifying Cicero against any and all future environmental claims associated with the Site. The College also agreed, as part of the settlement, to obtain a No Further Remediation (NFR) letter from the Illinois EPA, through the Illinois Site Remediation Program (SRP).

The College subsequently paid to remove the soil pile from the Site, and in June 2000 voluntarily entered into the Illinois SRP, and began the technical and environmental site investigations required in order to ultimately receive an NFR letter from the Illinois EPA. Although the soil pile has been removed from the Site, much work remains to be done in order to complete the remediation required in order to qualify for the NFR letter: specifically, the College would likely be required to construct and maintain a cap over the entire 12-acre Site to meet the Illinois EPA standards as defined in the Illinois SRP.

Recently, an industrial ice cream producer, Joe Ross Inc., located directly to the east of the Site expressed an interest in purchasing a 2.8-acre parcel of the Site, in order to facilitate the expansion of its existing industrial facility. Negotiations between the College and Joe Ross Inc. have been complicated by the fact that the College is still under an obligation (per the settlement agreement with Cicero) to obtain an NFR for the entire property (including the parcel that Joe Ross Inc. wishes to purchase). While the Illinois SRP does allow sites to be subdivided for the purpose of issuing individual NFR letters, the logistics of obtaining an NFR for even the smaller parcel are complex and expensive, and continue to complicate the property transfer.

Given the legal, technical, fiscal, and logistical complexities faced by the College with respect to addressing environmental issues at the Site, the College has asked Patrick to review the available information, and advise the College as to the various options that may be applicable in solving each of these various problems. Patrick has significant experience in guiding property owners through environmental issues exactly like the ones currently facing the College, and we can support the College through the use of a wide range of legal, environmental, and engineering approaches.

THE ILLINOIS SITE REMEDIATION PROGRAM (SRP)

The central fact driving all of the environmental concerns at the Site is the College's current obligation to obtain from the Illinois EPA an NFR letter for the entire property, as stipulated in the settlement agreement with Cicero. The NFR letter can only be issued by the Illinois EPA to a Remedial Applicant (RA) who has successfully demonstrated, through proper investigation and,

³ Settlement Agreement and Mutual Release, Town of Cicero & Morton College, December 17, 2004

when warranted, remedial action, that environmental conditions at their site do not present a significant risk to human health or the environment. The program only grants the NFR letter on the basis of fairly conservative and stringent standards, which are considered protective of human health and the environment, regardless of the unique or site-specific circumstances of any given site.

The SRP is a voluntary program. Sites associated with any kind of environmental enforcement action by a regulatory agency are prohibited from participating in the SRP. Remedial applicants that enter the SRP are interested in proactively receiving a "clean letter" (as the NFR letter is sometimes unofficially referred to), generally to satisfy some third party that their site poses no environmental risks. These third parties frequently include lenders, financial institutions, developers, or potential property buyers.

The final NFR letter issued by the Illinois EPA essentially provides a liability shield for the holder of the NFR letter against any Illinois EPA enforcement actions related to the chemical constituents specifically noted in the NFR letter. The NFR letter can be focused on a particular set of chemical constituents (a focused NFR), or can be issued for a very broad set of common chemical contaminants typically found at environmentally impacted sites (a comprehensive NFR). The NFR letter provides no liability protection against *third-party* environmental claims (e.g., a neighboring landowner), though the existence of a state-issued NFR letter often makes the defense against such third-party claims somewhat easier.

As the Illinois SRP is a voluntary program, a Remedial Applicant can cease participation in the program at any time with no penalty assessed by the Illinois EPA. All of the time and costs incurred by the Illinois EPA in conjunction with a particular site enrolled in the SRP are reimbursable directly by the Remedial Applicant.

CURRENT CONDITION OF SITE

Morton College has already enrolled the Site into the Illinois SRP, and has completed a significant amount of subsurface investigation to define the distribution of chemical constituents in the Site soils. The SRP requires onsite soil and groundwater concentrations of chemicals be compared to a conservative set of standards (called Tier 1 standards) to determine whether or not the site already qualifies for a NFR letter. If all soil and groundwater concentrations meet the stringent Tier 1 standards, then an NFR letter can be issued with no further remedial activity. Most sites, especially industrial sites with a long history of industrial activity, do not qualify so easily, and the Rocket Express site is no exception.

Many soil and groundwater samples have been collected from the Site and analyzed as part of previous environmental investigations. A number of common site contaminants have been observed during these studies. None of these contaminants have been observed throughout the entire site; most are found sporadically in various locations, with no discernable pattern. This is quite common with industrial sites in the Chicagoland area, especially for sites whose

subsurface soils are comprised of a significant amount of fill collected from other locations, as is the case for the Site in question.

The chemical constituents that are found above the stringent Tier 1 standards at the Site primarily include poly-nuclear aromatic (PNA) compounds, and metals, two classes of industrial contaminants that are very common in this region. While elevated above the Tier 1 standards, none of these compounds are found at concentrations that pose any immediate threat to either human health or the environment, and they are completely consistent with the level of chemical constituents found at virtually any industrial site in the region. In short, although the Site does not meet the very stringent and conservative set of standards which would allow it to be issued an NFR letter with no further action, it contains relatively low levels of common industrial contaminants that are frequently found at industrial sites throughout the Chicagoland region, and which pose no significant threat to either human health or the environment.

IMPLICATIONS OF OBTAINING AN NFR LETTER

Some of the reasons that landowners pursue an NFR letter were noted above (financial transactions, consent orders, etc.), and in most of these situations, the NFR letter is being pursued to satisfy the requirements of some third-party. In some cases, however, a landowner may pursue the NFR letter on his own, simply for peace of mind, especially if he has a particularly low threshold for risk. In these cases, the landowners have determined that the cost of obtaining the NFR letter is worth the reduction in environmental risk that the NFR letter provides. The NFR letter only provides protection against an enforcement action by the Illinois EPA, so this is the only environmental risk that should be considered here.

In the present case, Patrick has estimated the overall cost of obtaining the NFR letter, given everything that is currently known about the Site. If the College chooses to pursue this option, the technical approach will involve the following tasks:

- Complete another supplemental investigation based upon the Illinois EPA comments on the draft Comprehensive Site Investigation Report (CSIR) originally drafted by PSI;
- Develop and submit a final CSIR for Illinois EPA approval (no SRP reports are currently approved by the Illinois EPA for the Site);
- Develop and submit the Remedial Objectives Report (ROR) for Illinois EPA approval;
- Develop and submit the Remedial Action Plan (RAP) for Illinois EPA approval;
- Engineer final construction plans based upon the RAP, incorporating new drainage infrastructure modifications, and complete all local permitting, including that required for storm water runoff;
- Develop bid documents based upon the RAP, and coordinate the remedial actions in the field, including:

- Limited excavation of up to 20 cubic yards of PCB-impacted soils, to avoid later Toxic Substances Control Act (TSCA) involvement with the Site;
- Grading of the Site to accept an impermeable geomembrane;
- Raising of all drainage manholes to new grade;
- Placement of approximately 56,000 square yards of impermeable geomembrane;
- Analytical testing of off-site soils (ensuring they meet the Tier 1 standards);
- Procurement, transportation, and placement of approximately 28,000 cubic yards of clean soil, in an 18" layer (12" fill, 6" black soil) above the geomembrane;
- Seeding of final soil cap layer;
- Final surveying of the soil cap;
- Develop and submit a Remedial Action Completion Report (RACR) for Illinois EPA approval, request NFR Letter
- Pay all Illinois EPA costs associated with staff involvement;
- Review Draft NFR Letter, written by Illinois EPA, and approve for final issuance;
- Record Final NFR Letter, issued by Illinois EPA

Patrick has performed projects exactly like this one in the recent past. Based upon our experience, this type of project is likely to cost between \$1.5 and \$1.8 million. Absent any other obligation to obtain an NFR letter, and based purely upon a cost-risk analysis, Morton College must expect that a future suit filed against the College by the Illinois EPA would involve a financial liability in excess of this amount in order to make the pursuit of the NFR letter worthwhile. Given that the concentrations observed at the Site are relatively low, and incredibly common throughout the state, Patrick believes that the likelihood of such an Illinois EPA enforcement action is very nearly zero. On this basis, the pursuit of an NFR letter does not make fiscal sense.

Unfortunately, and notwithstanding the above analysis, the College *does* currently have an obligation to obtain an NFR letter from the Illinois EPA. That obligation is to the Town of Cicero, and is outlined in the 2004 settlement agreement discussed above. Patrick has reviewed this settlement agreement, and has noted that the College is most significantly obligated to Cicero as a result of two clauses in the agreement.

The first of these, Clause 3, requires the College to broadly indemnify Cicero against any and all environmental claims with respect to the subject property. This clause is written so broadly, that Cicero is provided very strong protection from environmental liability, even if future evidence of illegal dumping by Cicero were to someday come to light. Such broadly-worded release clauses are not uncommon in settlement agreements, but it should be understood by

the College that it has promised Cicero that the College will bear virtually any future costs related to any environmental issues that should arise at the Site.

The second clause of note, Clause 8, requires the College to obtain an NFR letter from the Illinois EPA. It is not immediately clear to Patrick why this clause was included. The NFR letter does provide a liability shield, but this shield only protects the College, not Cicero, and only against state enforcement actions. The NFR does nothing to protect either the College or Cicero against third-party, toxic-tort claims. In other words, the additional liability protection afforded to Cicero by the NFR, to the extent that there is any at all, is considerably weaker than the protection that Cicero has already been provided in Clause 3. The NFR letter would essentially only benefit the College, and as discussed above, the cost of obtaining such an NFR letter in this case vastly exceeds the value that any such letter could reasonably provide.

Given that Clause 8 does not offer any additional protection to Cicero than it is already receiving as a result of the remainder of the settlement agreement, it is Patrick's opinion that Cicero may not object too strenuously to amending the 10-year-old agreement to delete this clause. Even if some financial consideration needed to be made in order to encourage Cicero to agree to such an amendment, it is likely to be significantly lower than the cost of obtaining the NFR letter. Patrick understands that Cicero is currently in favor of the expansion of the Joe Ross facility to the east. By dropping the requirement for the College to obtain an NFR letter, the 2.8-acre property transaction described above would be made significantly easier, and the plant expansion could likely take place much sooner. Given these facts, it is even possible that Cicero would consider amending the settlement agreement with no other inducement.

THE SOUTHEAST PROPERTY

The negotiations for neighboring Joe Ross Inc. to purchase the 2.8-acre parcel in the southeast corner of the Site (the Southeast Property) have been underway for some time. It is Patrick's understanding that Joe Ross is currently requiring that Southeast Property have an NFR letter attached to its deed prior to any property transaction. Joe Ross is currently being advised by technical consultant PSI, Inc. (PSI), the same consultant that originally performed all of the original subsurface investigation work for Morton College. Notwithstanding this apparent conflict of interest, PSI has recommended in a Phase II investigation report⁴ issued earlier this year that the Southeast Property be enrolled in the Illinois SRP, with the ultimate intent of obtaining an NFR letter. PSI bases their recommendation on the levels of contaminants found during a recent site investigation of the Southeast Property performed by PSI, which uncovered no contaminants or concentrations that have not been observed in the larger Site as a whole.

If the College ultimately decides to obtain, at great cost, an NFR letter for the larger 12-acre Site, then it does make sense for Joe Ross to require documentation that the obligations with respect to the smaller Southeast Property have been met by the College prior to taking

⁴ Phase II Environmental Site Assessment Report, PSI, January 23, 2014

possession of the Property. Accordingly, if an agreement to amend the previous settlement can be reached with Cicero relatively soon, then it is possible that Joe Ross would drop its requirement for the NFR letter solely on that basis. Patrick regards this as unlikely, however.

Even if the Cicero obligation for an NFR letter could be dropped, it is likely that Joe Ross will still want to receive some form of consideration, especially given what they have already expended in paying PSI to perform a thorough Phase II investigation of the Property. Patrick suggests that this could reasonably be achieved by the College by offering a limited environmental indemnification to Joe Ross regarding the subject Property. This indemnification should be written much more narrowly than that found in the Cicero settlement agreement, but could indemnify Joe Ross for any state or third-party environmental suit filed against Joe Ross related to any site contaminants identified in any of the subsurface investigations performed to date. Ultimately, the College could offer Joe Ross:

- The environmental release described above;
- The non-restricted ability for Joe Ross to use the Southeast Property in any way they see fit, at any time in the future (unlike an NFR letter which would require a site cap, or parking lot, to be maintained);
- The ability for the property transfer to occur much sooner, allowing a more timely expansion of the Joe Ross facility
- Provide, via the Southeast Property, the only real option for Joe Ross to construct an additional parking area, with reasonable access to the Joe Ross facility.

Given that Patrick strongly believes that the Southeast Property poses no more threat to human health or the environment than the overall 12-acre Site, Patrick would propose that we be engaged in any negotiation session during which technical issues are likely to be discussed with Joe Ross representatives. If subsequent to the property transaction Joe Ross wishes to independently pursue its own NFR letter using PSI, we would have no objection, but Patrick certainly doesn't believe that the College should pay for it, either directly, or through a reduction in the purchase price.

If for some reason it is not possible to gain an agreement from Cicero in a timely manner, it would still be possible, under the rules of the Illinois SRP, to subdivide the Southeast Property from the Site, and obtain an NFR letter for just this parcel, so that the property transaction could take place in a timely manner. However, Patrick does not recommend this course of action. We believe that the time constraints here lie solely with the potential buyer, and we believe that the College should simply offer the property at its asking price, as-is, along with the environmental indemnification described above.

Patrick has tried to offer a brief summary of all of the relevant environmental issues involved here, but because of the complexity of the many overlapping issues, we are happy to discuss them further with you at your convenience. Please call me at 630/795-7464 or email me at rfrendt@patrickco.com if you have any further questions.

Sincerely,

PATRICK ENGINEERING INC.

A handwritten signature in black ink, appearing to read "Richard M. Frendt", with a large, sweeping flourish extending from the end of the name.

Richard M. Frendt, P.E.
Senior Project Manager

RMF/rmf

Ref: P:\Lisle\MORTON COLLEGE\21453.017 Rocket Express Property\Preliminary Findings Letter\Morton College Rocket Express Environmental Review.docx

**MORTON COLLEGE INDEPENDENT CONSULTANT AGREEMENT
FOR (Place Department name and position here)**

This Agreement outlines the arrangement between Linda Caputi, an Independent Consultant, and Morton College, heretofore referred to as Linda Caputi and Client are the only parties to this Agreement.

The CLIENT's principal place of business is located at 3801 S. Central Ave, Cicero, Illinois 60804.

The IC's principal place of business is located at 3801 S. Central Ave, Cicero, Illinois 60804

CLIENT desires to engage IC to perform consulting services. In consideration of the foregoing representations, CLIENT and IC have agreed upon the term and conditions as stated in this Agreement as follows:

1. TERM OF THE AGREEMENT

The term of this Agreement shall commence on the 1st day of July 2019 and end on the 31st day of December 2019, unless terminated earlier upon seven (7) days' written notice by CLIENT.

All provisions of this Agreement shall apply to all services and all periods of time in which IC renders services for or on behalf of CLIENT, regardless of the date on which the Agreement is actually executed.

2. INDEPENDENT CONTRACTOR STATUS

The express intention of the parties is that IC is an independent contractor and not an employee, agent, or partner of CLIENT. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employee and employer between IC and CLIENT or any employee or agent of IC. Both parties acknowledge the IC is not an employee for state or federal tax purposes.

IC declares that IC is self-employed and engaged in the independent business of instructing.

3. LICENSING REQUIREMENTS

IC declares that IC has complied with all federal, state, and local business permits and licensing requirements necessary to conduct business.

4. TAX RESPONSIBILITIES

IC must submit to CLIENT an Internal Revenue Service ("IRS") W-9 form and will receive from CLIENT a 1099-MISC IRS form for tax reporting purposes.

IC declares that IC has complied with all necessary federal, state, and local self-employment tax requirements and that IC shall file all of the necessary tax returns and pay all of the necessary self-employment taxes. CLIENT shall not assist with any federal or state income tax withholdings or make any tax contributions on behalf of IC.

5. INSURANCE

IC declares that IC has obtained professional liability insurance for IC and that IC shall make all applicable premium payments, deductibles, and renewal payments for such insurance policies of IC. IC agrees to hold harmless and indemnify CLIENT for any and all claims arising out of any injury, disability, or death of IC. IC understands that CLIENT shall not obtain or pay for any insurance on behalf of IC.

6. PERFORMANCE OF SERVICES

The parties agree that IC will perform the consulting services described in Exhibit A attached hereto. IC reserves the sole right to control or direct the manner in which services are to be performed. IC shall retain the right to perform similar services for other entities during the term of this Agreement. IC reserves the right to refuse to perform services outside the scope of this Agreement. Subject to the foregoing, CLIENT reserves the right to inspect, stop work, prescribe alterations, and generally to supervise the work to ensure its conformity with that specified in this Agreement.

7. TIME AND LOCATION OF WORK

IC shall perform the services required by this Agreement at the Morton College campus 3801 S. Central Avenue; as needed.

8. TERMS OF PAYMENT

In consideration for the services to be performed by IC, IC shall be paid a total fee of \$27,800 (not to exceed unless with prior authorization) for the entire natural term of this Agreement. Said fee shall be payable per agreement in installments as work is completed.

9. PAYROLL AND EMPLOYMENT TAXES

No payroll or employment taxes of any kind shall be withheld or paid by CLIENT on behalf of IC, including without limitation, FICA, FUTA, federal personal income tax, state personal income tax, state disability insurance tax, workers' compensation, and state unemployment tax. CLIENT's understanding is that IC is taking care of all of these items.

10. EXPENSES

IC shall be responsible for all costs and expenses incidental to the performance of services for CLIENT, including without limitation, all costs of supplies, fees, fines, licenses, or taxes required of or imposed against IC and all other of IC's costs of doing business. CLIENT shall not be responsible for expenses incurred by IC in performing services for CLIENT.

11. INDEMNIFICATION

To the extent permitted by law, IC will indemnify, protect, defend and hold the College, its trustees, individually and collectively and its affiliates, officers, agents and employees (the "Indemnified Parties") free and harmless for any and all liabilities, claims, demands, actions, costs, suits or matters arising out of or related to the performance of the work under this Agreement, whether based upon or claimed to be based upon statutory, contractual, tort or other liability of any indemnity hereunder, provided that no party shall be indemnified for claims arising from such party's own negligence. The provisions of this Article shall not be construed to require IC to indemnify any party for or against such party's own negligence. The obligations of IC pursuant to this Article are not to be construed to negate or reduce any other right or obligation of indemnification which would otherwise exist as to any party or person described in this Article. IC's obligation to indemnify the CLIENT shall survive the termination of this Agreement.

12. CONFIDENTIALITY

So long as this Agreement remains in effect, IC may have access to and become acquainted with various trade secrets, consisting of management, financial, and operational materials, and methods and processes, and compilations of information, and records and specifications of the CLIENT, which are owned by the CLIENT and which are regularly used in the operation of the CLIENT's business. IC acknowledges such information is secret and confidential (except as prohibited by law) and that the CLIENT disclosed the same to IC so it could undertake the work per this Agreement. IC shall not disclose any such secrets, directly or indirectly, or use them in any other way either during the term of this Agreement or at any time thereafter, except as required in the course of its performance in accordance with Agreement or otherwise as required by law. The CLIENT acknowledges that IC may develop for itself or for others, problem solving approaches, frameworks or other tools or information similar to the materials and processes developed in performing the work per this Agreement and any additional services it provides to the CLIENT, and nothing contained herein precludes IC from developing or disclosing such materials and information provided that the same do not contain or reflect confidential information belonging to the CLIENT.

All files, records, documents, drawings, specifications, equipment and similar items relating to business at the CLIENT, whether prepared by IC or those acting on behalf of IC, shall remain the property of the CLIENT.

At any time upon the CLIENT's request and/or upon termination of the Agreement, IC shall immediately deliver to the CLIENT all personal property owned by, belonging to or concerning any part of the CLIENT's activities or concerning any part of IC's activities relating to the Project (collectively, the "Property"). The Property is acknowledged by IC to be the CLIENT's property, which is only entrusted to IC on a temporary basis in its capacity as a provider of services to the CLIENT.

13. SUBSIDIARY OR AFFILIATE OF CONTRACTOR

By signing this contract, IC agrees that the work shall be in the name of IC. IC may not enter into a contract with the CLIENT in the name of any affiliate, subsidiary, parent, brother or sister company or related entity of IC. IC may not subcontract the work of the agreement. Subcontracting will be deemed to be in substantial compliance with the contract and will be deemed to be non-responsive to the CLIENT's contractual terms.

IC has no authority to contract with third parties. IC may recommend vendors to the President. In the event the CLIENT secures a vendor to provide professional service to the CLIENT and such costs are directly or indirectly passed on to the CLIENT for payment, the party providing the primary professional service shall not 'mark-up' the costs to the CLIENT and that the CLIENT shall only be responsible for any actual costs incurred and paid for by the contractor providing professional services directly to the CLIENT.

IC must disclose all financial gains resulting from vendor contracts, or for service procured by third party vendors.

14. NOTICES

All notices and demands required hereunder shall be deemed given 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 a reputable overnight delivery carrier; or (c) three (3) business days after the sender posts with the United States Post Office via registered or certified mail (return receipt requested) with postage prepaid and properly addressed as follows or to such other addresses either party may specify in writing.

If to the CLIENT: Morton College
3801 South Central Ave.
Cicero, IL 60804
Attn.: Office of the President
Tele. 708-656-8000
Fax 708-656-3186
Email frank.marzullo@morton.edu

If to IC: Linda Caputi

15. MISCELLANEOUS

A. 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. The parties acknowledge that they have had an opportunity to negotiate, review and revise this Agreement and have it reviewed by legal counsel, if desired. Further, the parties acknowledge that they have been given reasonable time to consider and sign this Agreement and agree that this consideration period has been reasonable and adequate. 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.

B. 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.

C. Facsimile Transmission

A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature

D. Non Assignment

This Agreement is personal in character and neither the CLIENT nor IC shall assign its respective 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.

16. TERMINATION

The natural term of this Agreement is from the 1st day of April, 2019 to the 30th day of June 2019. However, CLIENT may terminate this Agreement earlier with or without cause upon **seven (7) days' written notice to IC.**

17. PARTIAL INVALIDITY

Each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. If any provision of this Agreement or the application of such provision, to any extent, is found to be invalid or unenforceable, the remainder of this Agreement or the application of such provisions shall remain in full force and effect without impairment or invalidation.

18. MODIFICATION IN WRITING

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing and signed by authorized representatives of each party. 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 are not expressly set forth in this Agreement.

19. ENTIRE AGREEMENT

This Agreement contains the entire Agreement between the parties to this Agreement with respect to the subject matter of this Agreement and supersedes all prior understandings, agreements, representations, and warranties, if any, with respect to such subject matter.

Executed on the date and year first above written, by:

Independent Consultant:

Client:

Linda Caputi Print: Linda Caputi 6/19/19 Linda Caputi, INC

Print: _____

Signature

Proposal for Nursing Program Curriculum Work
Morton College
Submitted by Linda Caputi, RN, MSN, EdD, CNE, ANEF

The proposed consulting activities for Morton College, Nursing Program include:

Activity #1:

- Align concepts to teach across the program to the new end-of-program learning outcomes. Faculty need to decide which concept book they want to use prior to beginning this work.
- Select and align exemplars to concepts.

Fee for Activity #1: \$3,000

Date of Completion: August 15, 2019

Activity #2: Develop course content

- Select concepts and exemplars for each course.
- Develop a weekly outline for each course
- Develop course syllabi -- these are the types of syllabi that you would need to put together for your college curriculum committee. They are typically about 4 pages long. I would need the template. Faculty need to decide which concept book they want to use. If they use Giddens they also need to decide what other textbooks they want to use for each nursing course. If they use Pearson, they will need to decide if Pearson's book is sufficient or if they want to augment with other nursing texts.

Fee for Activity #2: \$5,000

Date of Completion: September 15, 2019

Activity #3: Develop a concept-based approach to teaching

Develop a concept-based approach to teaching in the classroom, in the simulation lab, in the skills lab, and in the clinical. This would be guidelines for teaching in each learning environment with some examples.

Fee for Activity #3:

1. **Guidelines: \$2,000.**
2. **If you want an onsite faculty development workshop to review and discuss the guidelines: \$2800 for the 6 hour day plus lunch and mileage.**

Date of Completion: October 1, 2019

Activity #4: Develop weekly lesson plans for each nursing course

Develop weekly lesson plans with lesson objectives for all 10 nursing courses that align to course learning outcomes and competencies. Includes learning activities. These do not provide specific learning activities, but general information about what types of activities to do. I developed a couple of examples for you to understand what the work involves. They are at the end of this document.

Fee for Activity #4: \$1,500 per course -- there are 10 courses.

Date of Completion: October 30, 2019

I likely won't be doing the following activity:

Develop specific learning activities. These are developed after the lesson plans are finished. They take the weekly lesson plans and select/develop their own activities.

The reason why I won't likely do this last activity is that it is extremely expensive. I have done this for a program in the past -- it took about a year and the cost was \$175,000. They were on quarters so there were more courses, but I'm sure the cost would be more than you would be able to bear. This all requires understanding how to put together a concept-based curriculum. I would be willing to conduct a workshop for faculty about how to teach conceptually in the classroom that provides more specificity than Activity #3 above.

Example Lesson Plans from Two Different Courses based on Your Learning Outcomes and Competencies

For a First Year Adult Health Nursing Course -- Lesson Plan Week 3

Week 3	Concept: Acid-base balance Exemplars: Metabolic acidosis and alkalosis; respiratory acidosis and alkalosis	Competencies	Lesson Objectives (Specifics about what students will be learning in THIS class session related to the course learning outcome and competencies)
Course Learning Outcomes	Concept	Competencies	Lesson Objectives (Specifics about what students will be learning in THIS class session related to the course learning outcome and competencies)
1. Apply nursing concepts to provide safe, quality, compassionate, evidence-based, patient-centered nursing care to diverse adult patients with acute and chronic conditions.	Acid-base balance	a. Conduct a head-to-toe and focused physical, behavioral, psychological, and spiritual assessment of health and illness parameters, using developmentally and culturally appropriate approaches for diverse adult patients with acute and chronic conditions. b. Identify patient needs based on assessment findings and other relevant information. c. Develop an individualized plan of care identifying evidence-based nursing care for diverse adult patients with acute and chronic conditions. d. Deliver selected aspects of patient-centered care based on an understanding of human growth and development, pathophysiology, pharmacology, nutrition, medical management, and nursing management for diverse adult patients with acute and chronic conditions. e. Apply factors that promote a culture of safety and caring for diverse adult patients with acute and chronic conditions.	1. Examine all the attributes of concept of acid-base balance. 2. Provide rationale for assessment to make for a patient experiencing acid-base imbalance based on knowledge of the concept. 3. Rationalize general nursing interventions for patients experiencing issues with acid-base imbalance. 4. Apply the conceptual flow of thinking to identify interrelated concepts to the concept of acid-base balance using a patient scenario. (I'm including that flowchart as a separate document.) 5. Using a patient situation, plan patient-centered care related to acid-base imbalance. 6. Incorporate safety concerns into the plan of care developed related to the concept of acid-base balance.

		<p>f. Contribute to a teaching plan that reflects the patient's developmental stage, age, culture, religion, spirituality, patient preferences, and health literacy considerations for diverse adult patients with acute and chronic conditions.</p> <p>i. Communicate effectively when providing patient-centered transitions of care and hand-off communications.</p> <p>k. Accurately document all aspects of patient care.</p>	<p>7. Link assessment data for the concept of acid-base balance to nursing care interventions.</p> <p>8. Identify outcomes of care for patients experiencing issues with acid-base balance.</p> <p>9. Demonstrate knowledge of information that should be included in a teaching plan for a patient with acid-base imbalance.</p>	<p>7. Link assessment data for the concept of acid-base balance to nursing care interventions.</p> <p>8. Identify outcomes of care for patients experiencing issues with acid-base balance.</p> <p>9. Demonstrate knowledge of information that should be included in a teaching plan for a patient with acid-base imbalance.</p>
<p>2. Demonstrate clinical judgment to make patient-centered care decisions for diverse adult patients with acute and chronic conditions.</p>	<p>Clinical decision making related to the concept of acid-base balance</p>	<p>a. Begin to apply clinical judgment to ensure accurate and safe nursing care, including addressing anticipated changes in the patient's condition.</p> <p>b. Anticipate common risks for diverse adult patients with acute and chronic conditions and predict and manage potential complications.</p> <p>c. Determine the best method for prioritizing patient care for diverse adult patients with acute and chronic conditions.</p>	<p>1. Apply clinical judgment thinking skills to patient care related to acid-base balance.</p> <p>2. When planning patient care, include potential complications that may occur for patients with acid-base imbalance.</p> <p>3. Prioritize interventions for patients with acid-base imbalance.</p>	<p>1. Apply clinical judgment thinking skills to patient care related to acid-base balance.</p> <p>2. When planning patient care, include potential complications that may occur for patients with acid-base imbalance.</p> <p>3. Prioritize interventions for patients with acid-base imbalance.</p>
<p>5. Apply knowledge of information management systems and patient care technology used to communicate, manage knowledge, mitigate error, and support clinical judgment when caring for diverse adult patients with acute and chronic conditions.</p>	<p>Informatics related to the concept of acid-base balance</p>	<p>b. Apply concepts related to information technology and information systems to improve patient outcomes and create a safe care environment.</p>	<p>1. Practice documenting aspects of patient care related to the concept of acid-base.</p>	<p>1. Practice documenting aspects of patient care related to the concept of acid-base.</p>

Lesson Objectives with Related Teaching Strategies

Lesson Objectives	Teaching Strategies/Learning Activities
<ol style="list-style-type: none"> 1. Examine all the attributes of concept of acid-base balance. 2. Provide rationale for assessment to make for a patient experiencing acid-base imbalance based on knowledge of the concept. 3. Rationalize general nursing interventions for patients experiencing issues with acid-base imbalance. 4. Apply the conceptual flow of thinking to identify interrelated concepts to the concept of acid-base balance using a patient scenario. (I'm including that flowchart as a separate document.) 5. Using a patient situation, plan patient-centered care related to acid-base imbalance. 6. Incorporate safety concerns into the plan of care developed related to the concept of acid-base balance. 7. Link assessment data for the concept of acid-base balance to nursing care interventions. 8. Identify outcomes of care for patients experiencing issues with acid-base balance. 9. Demonstrate knowledge of information that should be included in a teaching plan for a patient with acid-base imbalance. 	<ol style="list-style-type: none"> 1. Pre-class preparation*** activities relating to acid-base. Could include students completing a sheet requiring a review of anatomy and physiology and bring to class to apply to the concept of acid-base and the physiology of acid-base imbalance. 2. Examine the concept of acid-base and how it affects the body. Could start with a concept map that students add to and you might expand on it as you talk about interrelated concepts. 3. Discuss the common manifestations of acid-base imbalance that would be included as a part of the physical assessment data collected. 4. Discuss relationships between acid-base imbalance and other concepts. While working through case scenarios, ask students to explain how each of the interrelated concepts may or may not be present. 5. Provide 2 or 3 case scenarios of patients experiencing problems with acid-base imbalance. Ask students to work in groups planning nursing interventions, linking the assessment data to nursing interventions, identifying outcomes, and providing example patient documentation about what they did as a nurse. 6. Ask students to relate various medications used for acid-base imbalances and nursing considerations for each of the patient scenarios. 7. Compare and contrast care of the elderly patient with acid-base imbalances with that of care of a young adult. How are they the same and how are they different?

<ol style="list-style-type: none"> 1. Apply clinical judgment thinking skills to patient care related to acid-base balance. 2. When planning patient care, include potential complications that may occur for patients with acid-base imbalance. 3. Prioritize interventions for patients with acid-base imbalance. 	<ol style="list-style-type: none"> 1. Review pre-class activities relating clinical judgment to the concept of acid-base. 2. Using a case study, students identify how the nurse's decision making will affect the patient's ability to deal with issues related to acid-base. 3. Ask students to determine possible complications that may occur with problems with acid-base imbalances for the various patient scenarios used. 4. Students develop a simple concept map that demonstrates how they will prioritize nursing interventions for patients with acid-base imbalances. 5. While working through the thinking required in these activities ask students which thinking skills and strategies they used. See listing attached to this lesson plan.
<ol style="list-style-type: none"> 1. Practice documenting aspects of patient care related to the concept of acid-base. 	<p>The below activity is included above -- the bolded text relates to documenting care:</p> <ol style="list-style-type: none"> 1. Provide 2 or 3 case scenarios of patients experiencing problems with acid-base imbalance. Ask students to work in groups planning nursing interventions, linking the assessment data to nursing interventions, identifying outcomes, and providing example patient documentation about what they did as a nurse.
	<ol style="list-style-type: none"> 1. Write a 1-minute reflection on your learning today. 2. Include muddy points. 3. Students share with the class what they wrote.

***This pre-class preparation refers to what you are assigning such as reading assignments from the textbook, websites, etc; specific activities related to homework "worksheets" or processing of narrated PPTs/videos, etc. Concept-based curriculum requires active learning in the classroom based on homework prep.

The Caputi Clinical Judgment Thinking Skills and Strategies (Competencies)

Noticing

1. Identifying signs and symptoms
2. Assessing systematically and comprehensively
3. Gathering accurate information
4. Predicting potential complications

Interpreting

1. Clustering related information
2. Recognizing inconsistencies
3. Determining the importance of information
4. Distinguishing relevant from irrelevant information
5. Judging how much ambiguity is acceptable
6. Comparing and contrasting
7. Managing potential complications
8. Identifying assumptions
9. Setting priorities
10. Collaborating

Note: After interpreting the information, the student should have a clear, accurate understanding of the situation and then identifies problems and develops interventions-- formulates a plan of care for the patient. The nurse uses the thinking skills in the responding step to implement the interventions.

Responding

1. Delegating
2. Communicating
3. Teaching others

Reflecting

1. Evaluating data
2. Evaluating and correcting thinking

Second Example Lesson Plan

For a Last Semester Adult Health Course -- Lesson Plan Week 16

Week 16	Concept: Health policy Exemplar: Related to all environments	
Course Learning Outcomes	Concept	Competencies
1. Provide safe, quality, compassionate, evidence-based, patient-centered nursing care to adult patients with complex healthcare needs in a variety of healthcare settings.	Health policy	<p>Lesson Objectives (Specifics about what students will be learning in THIS class session related to the course learning outcome and competencies)</p> <ol style="list-style-type: none"> 1. Discuss the attributes and various aspects of health policy and how it relates to safe patient care. 2. Relate the concept of health policy to nursing practice. 3. Discuss interrelated concepts of health policy. 4. Apply the concept of health policy to providing safe patient care. 5. Relate health policy to patients' ability to procure health care.
3. Participate in quality improvement processes to improve patient care outcomes for adult patients with complex healthcare	Health policy	<ol style="list-style-type: none"> 1. Demonstrate the relationship between health policy and quality improvement. 2. Discuss aspects of health policy that impact the quality of the clinical environment and its affect on safe, quality care. 3. Relate health policy to the National Patient Safety Goals.

needs.			
6. Use leadership, management, legal, and ethical principles to guide practice as a Registered Nurse on the adult healthcare unit.	Health policy	<p>a. Practice within the legal and ethical guidelines of Registered Nursing practice when caring for adult patients with complex healthcare needs.</p> <p>d. Apply leadership and management skills when working with other healthcare team members</p>	<ol style="list-style-type: none"> 1. Examine how health policy affects the legal and ethical aspects of health care. 2. Discuss the nurse's role as a manager of care and how that relates to health policy.

Lesson Objectives with Related Teaching Strategies

Lesson Objectives	Teaching Strategies/Learning Activities
<ol style="list-style-type: none"> 1. Discuss the attributes and various aspects of health policy and how it relates to safe patient care. 2. Relate the concept of health policy to nursing practice. 3. Discuss interrelated concepts of health policy. 4. Apply the concept of health policy to providing safe patient care. 5. Relate health policy to patients' ability to procure health care. 	<ol style="list-style-type: none"> 8. Pre-class preparation*** activities relating to health policy. 9. Pre-class preparation should include students identifying patients affected by any of the various aspects of health policy discussed in the book. 10. Discussion about students' examples from #2 (pre-class activities). 11. Provide example of patient situations related to procuring health care. Students work in groups to consider the various ways health care is funded as described in the book and how the nurse may connect the patients in the examples to funding for care. Students present their group work. 12. Students discuss their work with feedback from other students.
<ol style="list-style-type: none"> 1. Demonstrate the relationship between health policy and quality improvement. 2. Discuss aspects of health policy that impact the quality of the clinical environment and its affect on safe, quality care. 3. Relate health policy to the National Patient Safety Goals. 	<ol style="list-style-type: none"> 1. Class discussion on how health policy relates to quality improvement. 2. Students discuss the various agencies discussed in the book that can impact patient safety and quality improvement. 3. Students review the National Patient Safety Goals and discuss how they have used them. 4. Apply that information through discussion about Clinical Example B on page 2802.
<ol style="list-style-type: none"> 1. Examine how health policy affects the legal and ethical aspects of health care. 2. Discuss the nurse's role as a manager of care and how that relates to 	<ol style="list-style-type: none"> 1. Discuss the questions related to health policy and ethical and legal issues on page 2807. 2. Discuss the brief case scenario on page 2807.

health policy.	3. Discuss the legal and ethical aspects of health policy. Work through Clinical Example A on page 2801.
	4. Write a 1-minute reflection on your learning today. 5. Students share with the class what they wrote.

***This pre-class preparation refers to what you are assigning such as reading assignments from the textbook, websites, etc; specific activities related to homework "worksheets" or processing of narrated PPTs/videos, etc. Concept-based curriculum requires active learning in the classroom based on homework prep.

Curriculum Vita – Dr. Linda Caputi, EdD, MSN, RN, CNE, ANEF
www.LindaCaputi.com
LindaJCaputi@gmail.com
630-631-8944

Current Professional Positions

- Professor Emerita, College of DuPage, Glen Ellyn, Illinois
- President, Linda Caputi, Inc.

Education

Doctor of Education, Northern Illinois University, DeKalb, IL,
Masters of Science in Nursing, Loyola University, Chicago, IL
Bachelors of Science in Nursing, Northern Illinois University, DeKalb, IL

Certifications

2016 – Recertified as a Nurse Educator (CNE) from the National League for Nursing;
Certified since 2006
2009 – Certification from Indiana University in “Teaching and Learning in Web-based
Courses”

Professional Organizations

- Member of National League for Nursing:
 - Served a 3-year term on the Board of Governors
 - Served on NLN's Think Tank for Transforming Clinical Education
 - Served on NLN's High-Stakes Testing Task Force
 - Served on the Nursing Education Research and Advisory Council
 - Served on the Electronic Repository Task Force
 - Numerous presentations at the NLN Summit
- Member of Sigma Theta Tau International
 - Have won 5 awards for educational excellence

Consulting

Consulting experiences include:

- Worked with dozens of schools to teach the Caputi Model for Teaching Thinking in Nursing Education for the purpose of increasing NCLEX pass rates and improving patient outcomes.
- Development of complete curricula for PN, ADN, RN-to-BSN, BSN, and Masters in Nursing Education programs. Have consulted with over 300 schools over the last 5 years.
- Development of specific curriculum components for PN, ADN, BSN, and RN-to-BSN programs.
- Provided consulting to individual schools in many areas of nursing education including curriculum building, revising curriculum, teaching in the classroom, teaching to the concept-based curriculum, test development and construction, teaching in the clinical, increasing NCLEX pass rates, etc.

- Consultation related to all areas of program accreditation with expertise related to ACEN accreditation. Have consulted with over 30 schools in the last 3 years on ACEN accreditation. Also consult on CNEA accreditation; currently am a site visitor for CNEA.
- Development of complete curriculum and/or curricular materials for PN, ADN, RN-to-BSN, and BSN programs. Have developed complete curriculums/revisions for PN, ADN, BSN, and RN-to-BSN programs.
- Development of individualized NCLEX success action plans for schools of nursing
- Development of plans for student retention
- Individualized faculty development workshops on topics such as test item writing, teaching to a concept-based curriculum, and other faculty development workshops based on specific school needs.

Journal Editorial Staff

2010 to Present: Editor of the *Innovation Center* column of the National League for Nursing's Journal *Nursing Education Perspectives*.

Workshops and Presentations

- Have been providing faculty development workshops and presentations since 1987. Have conducted hundreds of workshops for local, regional, and national conferences as well as for individual college/university faculties on a variety of topics.
- Have presented plenary and keynote addresses for national conferences, regional, and local conferences over the last 20 years.

Publications

- Caputi, L. (2019). Getting ready for the next generation NCLEX, *Nurse Educator*, 44 (3), 117.
- Caputi, L. (2019). Reflections on the next generation NCLEX with implications for nursing programs, *Nursing Education Perspectives*, 40(1), 2-3.
- Caputi, L. (2018). *Think like a nurse: A handbook*. Rolling Meadows, IL: Windy City Publishers.
- Caputi, L. (2016). Competency and certification. In S. Cannon and C. Boswell, (Eds.). *Evidence-based teaching: A foundation for educators* (2nd ed.). Boston: Jones & Bartlett.
- Caputi, L. (2015). Appendix C: Caputi's alternative approach to clinical evaluation. In M. Oermann (Ed.). *Teaching in nursing and role of the educator*, (p. 353-357) New York: Springer.
- Caputi, L. (Ed.). (2015). *Certified nurse educator review book: The official NLN guide to the CNE exam*. National League for Nursing & Lippincott: Philadelphia.
- Caputi, L. (Ed.). (2016) *Innovations in nursing education: Building the future of nursing*. 3rd ed. National League for Nursing & Lippincott: Philadelphia.

- Caputi, L. (2016). The Caputi model for teaching thinking in nursing. In L. Caputi (Ed). *Innovations in nursing education: Building the future of nursing*. 3rd ed. (p. 3-12) Philadelphia: National League for Nursing & Lippincott.
- Caputi, L. (Ed.). (2014) *Innovations in nursing education: Building the future of nursing*. 2nd ed. Philadelphia: National League for Nursing & Lippincott.
- Caputi, L. (Ed.). (2013) *Innovations in nursing education: Building the future of nursing*. Philadelphia: National League for Nursing & Lippincott.
- Caputi, L. (2011). Program approval and accreditation. In J. Zerwekh & T. Bristol, (Eds.). *E-Learning for nurse educators*. Philadelphia: F. A. Davis.
- Caputi, L. (Ed.). (2010). *Teaching nursing: The art and science, Volumes 1-3*, (2nd ed.). Glen Ellyn, IL: College of DuPage Press.
- Caputi, L. (2010). It's just a saying....[Guest Editorial]. *Journal of Nursing Education*, 49 (9), 483.
- Caputi, L. (2009). Summary and Recommendations Regarding Achieving Excellence in Nursing Education. In M. Adams and T. Valiga, (Eds.). *Achieving excellence in nursing education*. New York: National League for Nursing.
- Caputi, L. (2007). Evidence-based nursing practice for new graduates. *Advance for Nurses Serving New Nurse Graduates*.
- Caputi, L. (2007). *Little Lessons for Nurse Educators*. Glen Ellyn, IL: College of DuPage Press.
- Caputi, L. (2006). Male Reproductive Disorders In D. Ignatavicius & L. Workman, (Eds.). *Medical-surgical nursing: Critical thinking for collaborative care*. St. Louis: Elsevier.
- Caputi, L. (2006). Grading papers: Pleasure or pain. *Teaching and Learning in Nursing*, 1(2).
- Caputi, L., & Blach, D. (2008) *Teaching Nursing Using Concept Maps*. Glen Ellyn, IL: College of DuPage Press.
- Caputi, L. & Engelmann, L. (Eds.) (2008). *Teaching Nursing: The Art and Science. Vol 4, It's all about student success*. Glen Ellyn, IL: College of DuPage Press.
- Caputi, L., Engelmann, L., & Stasinopoulos, J. (2006). An Interdisciplinary Approach to the Needs of Non-Native Speaking Nursing Students: Conversation Circles, *Nurse Educator*, 31(3), 107-111.
- Caputi, L., & Kavanagh, J. (2018). Want your graduates to succeed? Teach them to think! Guest Editorial, *Nursing Education Perspectives*, 39 (1), 2-3.
- Caputi, L., & Patterson, B. (2016). From a spark of innovation to building the science of nursing education, Guest Editorial, *Nursing Education Perspectives*, 37 (6), 306.
- Giddens, J., Caputi, L., & Rodgers, B. (2020). *Mastering Concept-based Teaching: A Guide for Nurse Educators*. 2nd Ed., St. Louis: Elsevier.
- Koharchik, L., Caputi, L., Robb, M., & Culleton, A. (2015). Teaching for practice: Fostering clinical reasoning in nursing students. *American Journal of Nursing*, 115(1), 58-65.
- Rothblum, J., Kniest, K., & Caputi, L. (2009). A pediatric critical thinking tool. *Nurse Educator*, 34(5), 192-193.

Publications: Multimedia, Computer, and Web-based Works

The Thinking Nurse: Board Games for Nursing Education, 2007
StartRight in Nursing School, 2007
The PhysWhiz II: High Risk Pregnancy, 2006
The PhysWhiz II: Normal Pregnancy, 2005
The PhysWhiz II: Postpartum, 2004
The PhysWhiz II: The Male Reproductive System, 2004
The PhysWhiz II: The Female Reproductive System, 2004
The PhysWhiz II: Labor and Delivery, 2004
The PhysWhiz II: The Neonate, 2003
The Critical Thinking Tutorial, 2002
Critical Thinking Case Studies....and More! (a series), 2002 - 2008
The PhysWhiz II: The Integumentary System and Wound Care, 2002
The PhysWhiz II: The Brain and Cranial Nerves, 2001
The PhysWhiz II: The Spine and Spinal Nerves, 2001
The PhysWhiz II: The Musculoskeletal System, 2001
Domestic Violence: Violence Against Women, 2000
Thumbs Up!! A Nursing Game for Classroom Use, 2000
Conflict Resolution, 1999
TLC General Hospital, 1987
TLC Medical Center, 1998
ChartSmart – Documenting Patient Care, 1989
ChartSmart II – 1998
The PhysWhiz: The Immune System, 1993
The PhysWhiz: The Cardiac System, 1994
The PhysWhiz: The Endocrine System, 1995
The PhysWhiz: The Respiratory System, 1996
The PhysWhiz: The Gastrointestinal System, 1996
The PhysWhiz: The Accessory Organs of the GI System, 1997
The PhysWhiz: The Renal System, 1998
SOS – Strategies for Problem Solving, 1996
The Basic Principles of Pharmacology, 1996
Math Magic for Meds, 1995
Medication Maestro: Safe Administration of Medications, 1996
Medication Maestro: Giving Oral Medications, 1996
Medication Maestro: Giving IV Medications, 1998
Home Health Nursing: Applying Problem Solving Strategies, 1996
Management Skills: Effective Delegation, 1998

Videotapes/CD:

Tucked in Tight – An inspirational video about caring for the elderly – 2001
A Safe Home – An affective video about domestic violence – 2001

Honors and Awards:

2011 – *Teaching Nursing: The Art and Science* (2nd ed.) was selected as the winner of the 2011 Top Teaching Tools Award in the print category from the *Journal of Nursing Education*.

2010 – Inducted as a Fellow into the Academy of Nursing Education, National League for Nursing

2010 – Invited to the National League for Nursing's Think Tank on Standardized Testing, Indianapolis, May/

2009 – Invited external reviewer for the RN to BSN program at Nova Southeastern University, Fort Lauderdale, Florida

2008 – Included in the 2008-2009 Edition of *Who's Who Among Executives and Professionals (Nursing)*

2008 – Invited to the National League for Nursing's Think Tank on Transforming Clinical Instruction, Indianapolis, April 14 and 15.

2007 – Invited external reviewer for faculty promotion and tenure, Boise State University.

2007 - Invited Judge for Sigma Theta Tau International Award for Nursing Excellence – Computer-Based Professional Education Technology Category

2006 – Invited judge for the 2006 *ADVANCE for Nurses 2006 Best Nurse Leader* contest

2005 and 2006 – Invited reviewer of Drexel Nursing Education Institute's Peer Review Abstracts

2005 – Winner of the International Computer-Based Professional Education Technology Award from Sigma Theta Tau International.

2004 – Nurse Educator of the Year award from National Organization of Associate Degree Nursing

2004 – Pinnacle Award from Sigma Theta Tau for the software program *PhysWhiz II: Labor and Delivery* along with Jane Kirkpatrick from Purdue University.

2003 – Nominated for faculty of the year award from the National League for Nursing

1998, 2002, & 2005 – Included in the Fifth Edition of *Who's Who Among America's Teachers*, 1998; the 7th Edition, 2002; 9th Edition, 2004-2005.

1999 – Invited reviewer for Sigma Theta Tau for technology proposals to be presented at the 1999 Convention

1998 & 1999 – Selected by the United States Department of Commerce to serve as an expert peer reviewer for 1998 and 1999 grant applications for the Telecommunications and Information Infrastructure Assistance Program

1997 & 1996 – Nominated by students in both years for outstanding faculty award at College of DuPage, Glen Ellyn, Illinois.

1997 – First place award from Sigma Theta Tau International, Honor Society of Nursing, international competition for computer-assisted instruction, *Medication Maestro: Safe Administration of Medications*

1996 – First place award from Sigma Theta Tau International, Honor Society of Nursing, (media award for excellence in nursing journalism) regional competition for computer-assisted instruction, *Medication Maestro: Safe Administration of Medications*

1996 – Honorable mention for integrating technology into a technology/occupational program awarded by the National Council of Instructional Administrators

1996 – Second place award from American Journal of Nursing Company Media Festival Award for computer program *Medication Maestro: Safe Administration of Medications*

1995 – First place award from Sigma Theta Tau International, Honor Society of Nursing, international competition for computer-assisted instruction, *PhysWhiz: The Cardiac System*

1995 – First place award from Sigma Theta Tau International, Honor Society of Nursing, (media award for excellence in nursing journalism) regional competition for computer-assisted instruction, *The PhysWhiz: The Cardiac System*

1993 – First place award from Sigma Theta Tau International, Honor Society of Nursing, international competition for computer-assisted instruction, *The PhysWhiz: The Immune System*

1992 – First place media festival award from American Journal of Nursing Company, for outstanding instructional software for *SOS – Strategies for Problem Solving*

1992 – Outstanding Scholarship Award presented by the Department of Leadership and Educational Policy Studies at Northern Illinois University for dissertation *A Taxonomy of Instructional Software for Nursing Education*

1990 – First place award from the Association for Educational Communications and Technology for software solutions to educational problems for *TLC General Hospital*

**SEPARATION AND SEVERANCE AGREEMENT AND
WAIVER AND RELEASE OF ALL CLAIMS**

This Separation and Settlement Agreement and Waiver and Release of All Claims ("Settlement Agreement"), is executed, made, and entered into on this 26th day of Jun, 2019 (the "Effective Date") by and between William Jacklin, an individual ("Employee" or "Jacklin"), and Morton Community College District No. 527 on its behalf and on behalf of its Board of Trustees ("Employer" or "College") (Employee and Employer are collectively referred to as "the Parties").

WHEREAS, any reference to the College in this Agreement means the College its successors, assigns, officers, officials, board members, directors, employees and agents;

WHEREAS, Employee is employed by the College as the Athletic Director;

WHEREAS, Employee and the College entered into a written Administrator Employment Agreement ("Employment Agreement") effective July 1, 2016;

WHEREAS, the Parties have agreed to end the employment relationship;

WHEREAS, the employee's employment obligation will cease as of June 10, 2019;

WHEREAS, the Parties, acknowledging the foregoing, wish to enter into this Settlement Agreement and Waiver and Release of All Claims in which Employee expressly, and to the fullest extent as permissible by law, waives any and all possible rights he has or may have against the College stemming from Employee's employment with the College and his separation from the aforesaid employment; and that the College releases the employee of any and all claims and

NOW THEREFORE, in consideration of the Recitals and the mutual promises, covenants, and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby undertake the obligations set forth below and otherwise agree as follows:

1. Recitals. The Recitals set forth above shall be incorporated and made a part of the covenants of this Agreement.

2. Resignation of Employment.

a. Effective on the 10th day of June, 2019 (the "Separation Date"), Employee voluntarily resigns his employment with the College as the Athletic Director and Employee shall cease conducting business by or on behalf of the College effective on the Separation Date. Except as otherwise expressly provided for in this Agreement, all rights and obligations of the College and Employee, including but not limited to all rights and obligations under the Employment Agreement, are duly and effectively terminated as of the Separation Date.

b. No later than the Separation Date, Employee must return to the College any and all College property in his possession, as well as a list of any and all passwords or login information used by Employee to access College electronic databases, computer systems, networks, and/or accounts. In the event Employee or his assigns, heirs or agents later discovers any such property, the same shall be immediately returned to the College.

3. Separation and Settlement Payment.

Employee shall receive the amount(s) set forth below in 3(a) (referred to as "Separation and Settlement Payment") from, or on behalf of, the College, provided counsel for the College has received an original of this Agreement executed and dated by Employee and Employee has complied with all other terms and conditions of this Agreement:

a. Employee shall received a lump sum payment equal to the base salary, as set forth in paragraph 4.1 of the Employment Agreement, that he would have received had he remained employed from his Separation Date through the expiration date of the Employment Agreement (June 30, 2019; June 15, 2019 and June 30, 2019 payrolls will received. The 27 vacation days and 10 days severance will be paid in a lump sum and will be reflected on the June 30th Payroll check). This Separation and Settlement Payment shall be less any state, federal or other legally required withholdings. Provided the Revocation Period in paragraph 17 has expired and Employee did not revoke his acceptance of this Agreement, the Separation and Settlement Payment shall be tendered to Employee within ten (10) working days after the expiration of the Revocation Period.

b. Employee shall be paid for any accrued but unused benefit time as of his Separation Date, including but not limited to, personal hours, holidays, sick time, and/or vacation time (will receive pay for 27 vacation days carried over or accrued), for which he may be entitled to payment upon separation of employment pursuant to any applicable law, College policy, and/or a written agreement between the College and Employee.

c. Effective upon the Separation Date, Employee's enrollment in the College's medical insurance will continue through August 31, 2019; however for 18 months beyond August 31, 2019, Employee will be eligible for benefits under the Consolidated Omnibus Budget Reconciliation Act ("COBRA").

d. Employee acknowledges that the Separation and Settlement Payment in this Agreement constitutes adequate consideration for his promises herein. Employee further acknowledges there are no unpaid wages, compensation or benefits due and owing to his by the College.

e. Employee waives any and all claims for any other form(s) of payment, bonus, reimbursement, or other monetary benefit or income that he has received in the past or is eligible to receive pursuant to any provision in the College's Employee Manual, Board Policy, written employment contract, and/or any written or unwritten past practice between Employee and the College. The Parties agree that any written contract for employment, including an Administrator Employment Agreement, between the College and Employee dated prior to the Effective Date of this Agreement shall be null and void.

4. Parties' Mutual Waiver and Release of All Claims.

a. In exchange for the consideration stated herein, except as otherwise specifically provided for herein, the each party, expressly waives, releases, settles and forever discharges the other, to the fullest extent permitted by law, the parties being the College, its officials, trustees, directors, agents, officers, representatives, attorneys, contractors, successors or predecessors, together with their past or present officials, trustees, directors, agents, officers, representatives, attorneys, employees, contractors and any other party in any way associated with the College and the Employee, his heirs, executors, personal representatives and administrators, if any, ("Released Parties") from and against any and all claims and causes of action that may exist and could have been alleged as of the Effective Date of this Agreement, compensation (including front pay and back pay), severance payments, actions, suits, judgments, injunctive relief, attorneys' fees and costs, liens, debts, penalties, damages, costs, expenses, obligations, losses, demands, and other liabilities and waives, releases and relinquishes any and all rights to administrative hearings, petitions, complaints and causes of action, based in federal, state or local law, based on contract, tort or any other legal theory, stemming from common or statutory authority, based in law or equity, whether known or unknown, suspected or unsuspected, contingent or actual, liquidated or un-liquidated, which may arise out of or be in any way related to Jacklin's employment with Morton College and separation and/or termination and/or resignation therefrom (collectively "Employee's Claims") except as otherwise provided herein. This Agreement shall be interpreted as broadly as possible under state and federal law as the Parties wish to sever all ties and resolve all issues between them.

b. Except as otherwise specifically provided for herein, the aforementioned paragraph 4(a) shall be read to include a general release and waiver to the fullest extent permissible by law of any and all of Employee's Claims including, but not limited to, those which derive from hearings, complaints, causes of action or any other proceeding contemplated by or pursuant to any federal, state, or local law, rule, regulation, or order regulating employment, severance, termination of employment and rights of terminated employees including, but not limited to, the Civil Rights Act of 1964, the Civil Rights Act of 1991, the Americans with Disabilities Act of 1990, the Family and Medical Leave Act of 1993, the Civil Rights Act known as 42 U.S.C. § 1981, the Employment Retirement Income Security Act of 1974 ("ERISA"), the Worker Adjustment and Retraining Notification Act, the Fair Labor Standards Act of 1938, the Age Discrimination in Employment Act of 1967, and the Older Workers Benefit Protection Act, and/or the Illinois Human Rights Act (775 ILCS 5/1-101, *et seq.*), and the Illinois Wage Payment and Collection Act (820 ILCS 115 *et seq.*) subject to the limitations set forth in paragraph 4(c) below.

c. Nothing in this Agreement is intended to limit in any way Employee's right or ability to file a charge or a claim of discrimination with the U.S. Equal Employment Opportunity Commission ("EEOC") or comparable state or local agencies. These agencies have authority to carry out their statutory duties by investigating the charge, issuing a determination, filing a lawsuit in federal or state court in their own name, or taking any other action authorized under these statutes. Employee retains the right to participate in any such action, and to communicate with the EEOC or comparable state or local agency. Notwithstanding the foregoing, Employee

waives the right to recover any monetary damages or any other individual relief in any charge, complaint, or lawsuit filed by anyone else on Employee's behalf.

d. Each party promises and covenants to the other that neither has not and will not file any lawsuit against the any of the Released Parties based upon any claim covered under the foregoing release except as provided for in paragraph 4(c) of this agreement.

e. Nothing in this release restricts Employee's right to enforce this Agreement and the promises set forth herein.

5. Nonassignment. Employee expressly promises the College that he has not assigned or transferred, or purported to assign or transfer, and will not assign or otherwise transfer: (a) any claims, or portions of claims, against the Released Parties (as defined in Paragraph 4; (b) any rights that he has or may have had to assert claims on his behalf or on behalf of others against the Released Parties; and (c) any right he has or may have to the Settlement Payment. Employee promises that any monies, benefits or other consideration he receives from or on behalf of the College are not subject to any liens, garnishments, mortgages or other charges, and no one else has any claim to any portion of the Settlement Payment.

6. No Reinstatement. Employee agrees and recognizes that his employment with the College ceases to exist as of the Separation Date, and that the Parties have agreed to resolve their dispute even though they may continue to disagree. As a further inducement for the College to enter into this Agreement, Employee agrees that he will not apply for employment with the College in the future and that the College will not be obligated to process any application submitted by or on his behalf.

7. Indemnification. Each party agrees to indemnify and hold each of the Released Parties harmless from and against any and all loss, cost, damage or expense, including, without limitation, attorneys' fees, incurred by the Released Parties, or any of them, arising out Jacklin's employment, of any breach of this Agreement by any party, any misrepresentation by either party herein or the either parties successful enforcement of this Agreement against the other. In addition, in the event Jacklin is made a party to any lawsuit or any claim made relating to his employment at the college, the College shall defend Jacklin, pay any attorney fees and cost related to such claims and shall indemnify him and hold him harmless for any resulting awards or damages resulting from any such lawsuit or claim.

8. Cooperation. Employee agrees that after his Separation Date he will cooperate with the College regarding any internal investigation(s) concerning any matter(s) about which he may have information in his former capacity as Athletic Director.

9. Neutral Construction. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the Parties, regardless of who drafted the Agreement.

10. Complete Agreement. This Agreement sets forth all of the terms and conditions of the agreement between the Parties concerning the subject matter hereof and any prior oral

communications are superseded by this Agreement. The Parties understand and agree that all of the terms and promises of this Agreement, including the "Whereas" clauses, are contractual and not a mere recitals.

11. Effect on Previous Agreements. This Agreement supersedes any and all prior agreements, understandings and communications between the Parties.

12. Amendment. This Agreement may be amended only by a written document signed by Employee and an authorized Executive Officer of the College.

13. Severability. In the event that any of the provisions of this Agreement are found by a judicial or other tribunal to be unenforceable, the remaining provisions of this Agreement will, at the College's discretion, remain enforceable.

14. Non-admission. This Agreement is being entered into solely for the purpose of settling disputed claims, and shall not be construed as: (a) an admission by the Released Parties of any (i) liability or wrongdoing to Employee, (ii) breach of any agreement, or (iii) violation of a statute, law or regulation; or (b) a waiver of any defenses as to those matters within the scope of this Agreement.

15. Right to Counsel. Employee acknowledges that he was informed that 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 he has had an opportunity to and did negotiate over the terms of this Agreement.

16. Employee Acknowledgment. Employee declares that he has completely read this Agreement and acknowledges that it is written in a manner calculated to be understood by Employee. Employee fully understands its terms and contents, including the rights and obligations hereunder, and freely, voluntarily and without coercion enters into this Agreement.

17. Time to Consider Agreement and Right to Revoke. Employee understands that he has been given twenty-one (21) days to consider the meaning and effect of this Agreement (the "Consideration Period") prior to signing this agreement, or has waived this requirement, and agrees that this Consideration Period has been reasonable and adequate. If Employee has waived the Consideration Period, Employee acknowledges that such waiver was not induced by fraud, misrepresentation or threat by Employer to withdraw or alter the terms of this Agreement. Employee has seven (7) days from the day Employee signs this Agreement to revoke Employee's acceptance of this Agreement (the "Revocation Period") and this Agreement shall not become enforceable until this Revocation Period has expired. Employee acknowledges that he cannot waive the Revocation Period.

18. Execution. All persons executing this Agreement have the power and authority to bind the respective Party he/he represents. This Agreement may be signed in counterpart originals with the effect as if all signatures were on the same piece of paper. Upon successful

execution of this agreement; Employee will receive two weeks' severance pay (10 days' of pay at the current daily rate.)

**PLEASE READ CAREFULLY. THIS DOCUMENT INCLUDES
EMPLOYEE'S RELEASE OF ALL KNOWN AND UNKNOWN CLAIMS.**

IN WITNESS WHEREFORE, the Parties hereto have executed this Separation and Settlement Agreement and Waiver and Release of All Claims with their hands and seals on the dates set forth beneath their signatures.

MORTON COLLEGE

By: _____

Title: _____

Date: _____

WILLIAM JACKLIN



Date: 06.23.19



Morton College Job Description

Job Title: ENTERPRISE SYSTEMS ~~Systems~~ Administrator

Range: ~~Professional Staff~~ Classified Excluded

Grant-Funded: N/A

**Reports to and
Evaluated by:** Chief Information Officer

**Required
Qualifications:** Bachelor's degree in computer technology or related field, and six years of computer related experience. Knowledge of computer hardware, software, programming languages, analysis and educational systems. Strong documentation skills. Experience with Datatel Colleague as system enterprise administrator preferred; knowledge of computer hardware, software, programming languages, analysis and educational systems. Strong documentation skills. Must understand security and data integrity controls and protocols.

**Desirable
Qualifications:** Must be able to demonstrate the Morton College core values of truth, compassion, fairness, responsibility, and respect.

Knowledge of College Information Technology Policy, procedures and practices with the ability to answer work related questions; and/or interpret and apply these guidelines correctly in various situations; knowledge of current systems and network technologies and standards and their practical application in the enterprise environment; proficiency with enterprise information systems, file servers, networked data storage, application software, scripting and programming languages, data communication devices and disaster recovery utilities; Interpret and apply technical configuration specifications for servers, server operating systems, networked data storage, network application software, data communications devices and disaster recovery systems; analyze technical issues and user requirements to develop solutions using prescribed methods and implement procedures to provide the required functionality. Uses ENVISION, C#, JAVA, PL/SQL and T-SQL programming languages to develop software applications, data reports, data interfaces and utilities to support the college's web and ERP environments. Knowledge of: ERP software environments, Microsoft .NET C#, Visual Basic .NET, Datatel Colleague ENVISION, Oracle PL/SQL, Microsoft T-SQL, JAVA, JavaScript, HTML, XML, SOAP, AJAX, web services, secure coding practices.

Formatted: Font: 11 pt, Complex Script Font: 11 pt

~~Project and Team Management experience. Good communication skills. Honesty, flexibility, punctuality, and logical reasoning ability. Ability to interact well with students, faculty and staff.~~

Job Summary: Implements and maintains system's software. To integrate new and modify existing related computer applications.

Essential Job Functions:

- ~~Maintain the institutions Ellucian Colleague ERP system by providing best practice preventive maintenance and management.~~Manages and leads in the implementation and support of the System
- ~~Supports all client SQL databases related to Ellucian applications: Colleague, portal, self-service, data extracts, patches and upgrades, and CRM based products.~~Installs System patches and upgrades as needed
- ~~Experience maintaining SharePoint environments (security, databases, sites)~~
- MS SQL Server 2008/2012/2016 Database Systems
- Database and application development methodologies
- PowerShell Scripting
- Experience with patching and upgrading all components of Colleague across all instances
- Query reporting tools including SQL, or similar reporting tools
- Consults with supervisor, systems analysts, other programmers, and end users to gather information about program intent, functions, features, data requirements, input requirements, output requirements, internal and external checks and controls, hardware and operating system environment, and interfaces with other systems
- Creates test transactions and runs tests to find errors and confirm program meets specifications
- Coordinates with other programmers about program revisions
- Modifies and maintains software and System
- ~~Corrects System software problems~~
- Performs project and staff management for System related projects
- ~~Provides analysis of existing and new processes with an eye for continuing improvement~~
- Assists in the planning of MIS budgets, upgrades, and direction of the department
- ~~Provides guidance and assistance to junior members of the Data Center staff~~
- Documents processes

Formatted: Font: (Default) Arial, 12 pt, Font color: Auto, Complex Script Font: Arial, 11 pt

Formatted: Font: (Default) Arial, 12 pt, Font color: Auto, Complex Script Font: Arial, 11 pt

Formatted: Space Before: 0 pt, After: 0 pt, Bulleted + Level: 1 + Aligned at: 0" + Tab after: 0.25" + Indent at: 0.25", Pattern: Clear

Formatted: Font: (Default) Arial, 12 pt, Font color: Auto, Complex Script Font: Arial, 11 pt

Other Duties:

- Performs other duties as assigned by the Director of Deskside Services

Work Environment:

- Work is generally performed within an office environment, with standard office equipment available.
- May be requested to work overtime and weekends for special projects.

Physical Demands:

- Must be able to sit or stand for long periods of time.
- Must be able to lift up to 10 lbs.

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 _____



Morton College

Job Description

Job Title:	Administrative Assistant – Institutional Advancement
Range:	Classified Excluded
Grant-Funded:	N/A
Reports to and Evaluated by:	Executive Director of Institutional Advancement
Required Qualifications:	<p>An Associate's degree. Must have three years of general office experience in a communications, public relations or marketing environment, as well as some graphic design experience. The candidate must have good word processing and data entry skills in Microsoft suite. Be well-organized, detail-oriented, self-motivated and able to work independently with little or no supervision. Ability to respond to difficult situations with a courteous and professional manner.</p> <p>Must be able to demonstrate the Morton College core values of truth, compassion, fairness, responsibility, tolerance, and respect.</p>
Desirable Qualifications:	An Associate's degree or higher. Ability to communicate in both English and Spanish. Exercise sound judgment, discretion, initiative, and the ability to work well with others in a multicultural environment. Excellent verbal communication skills and technology skills. Demonstrated ability to address sensitive and confidential matters.
Job Summary:	The Administrative Assistant will provide administrative support for the Executive Director. Maintain all formal communication and correspondence to and from the Executive Director of Institutional Advancement for all internal/external agencies. Deal with a diverse group of external callers and visitors as well as internal contacts at all levels of the institution. Perform general office duties with little or no supervision and provide confidential assistance to the Executive Director of Institutional Advancement. The duties and responsibilities may change as the needs of the College change.

Essential Job Functions:

- Schedule and organize activities such as meetings, travel, conferences, and other department activities for the Executive Director
- Complete routine and complex word processing and administrative duties such as preparing correspondence, memos, charts, tables, graphs, reports, and related materials
- Handle confidential information and maintain documents, files, and records
- Perform general receptionist duties including answering telephone, taking messages, screening calls, and scheduling appointments
- Provide customer service to students, faculty, staff, administrators and guests
- Handle administrative duties including typing, copying, mailing, filing, faxing, financial record keeping, supplies control, and related general office responsibilities
- Support the work of the Executive Director of Institutional Advancement.
- Maintain all correspondence and documentation related to varied initiatives, including sponsorship opportunities, community outreach opportunities, community college events, etc.
- Assist in developing and refining design concepts for internal and external marketing.

Other Duties:

- Perform other job related duties as assigned by the Executive Director of Institutional Advancement.
- May be requested to work overtime and weekends for special program events.

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_____



Morton College

Job Description

Job Title: Director of Development and Alumni Relations

Range: Administrator

Grant-Funded: NA

Reports to and Evaluated by: Executive Director of Institutional Advancement

Required Qualifications: The candidate will possess a bachelor's degree and a valid Illinois driver's license. Demonstrated word processing, database management and data entry skills; an understanding of academic credit and degree requirements; knowledge of computerized educational records systems. Must be able to interact well with students, faculty and staff. Excellent organizational, oral, written and listening skills. The successful candidate must be able to work in a position requiring public contact, exercise sound judgment, and assist a diverse student population in a multicultural environment. Bilingual in English/Spanish. Must be able to work a flexible schedule including some evening & weekend hours.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications: Proficiency in Spanish/English, both oral and written. Master's degree in Business, Education, Marketing or related field. Prior experience with curriculum development, especially in the area of development (fundraising) and alumni relations. Excellent verbal, analytical, organizational and planning skills. Familiarity with budgets and public relations experience.

Job Summary: The Director of Development and Alumni Relations is responsible for the operation of the College's Alumni Relations and Development (fundraising). Expansion and implementation of marketing activities and support the college's student success initiatives. Develop fundraising and alumni recruitment strategies; and strengthen relationships. Strategically develop an annual work plan that includes a calendar of activities, events, and programs tailored to motivate and engage different segments of alumni and the fundraising community.

Essential Job Functions

- Along with Executive Director, create funding strategies, and set measurable annual goals.
- Lead all donor development activities, including fundraising activities, organizing events and creating strategies for greater financial gift giving.
- Maintain contact with all donors, ensuring donor acknowledgement, regular communication, establishment and management of donation agreements.
- Identify and cultivate potential donors by including, but not limited to, making regular in-person and telephone contact, letter appeals, board-inspired giving, employee annual giving, and other solicitations in all formats for scholarships and grants.
- Ensure fiscal responsibility of the annual giving budget. Utilize data to evaluate effectiveness of annual giving campaign strategies and outcomes, and revise processes, if necessary.
- Develop and produce an annual report on College and Foundation activities.
- Manage the College website related to Advancement Events
- Responsible for all procedures and documentation for gift receipting.
- Develop, implement, and evaluate a comprehensive alumni relations communications plan including direct mail, email, web and social media.
- Work with the Academic Advising, Student Activities Office and Career Services develop and increase alumni involvement beyond graduation.
- Ensure accurate and complete alumni database records; capture contact, program and career information for alumni via surveys, projects, correspondence, website, graduation reports and postal returns.
- Ensure that the athletic program remains committed to the institution's mission and strategic priorities and creates a positive culture that promotes sportsmanship, ethical conduct, inclusion and a culture of compliance.
- Ensure the Morton College Athletics department, coaches and athletes comply with all NCJAA and IL Skyway Conference; and other national association and conference rules and regulations.
- Handle Title IX Sports compliance issues.
- Supervise and support telling compelling stories in written, video, social media, graphics or other innovative formats in collaboration with the Institutional Advancement team. Lead creative direction of projects, and oversee day-to-day tasks

- Ensure timely completion of tasks and efficiency/effectiveness in overall athletic communications operations.
- Oversee the athletic operation and development of the intramural programs and all athletic facilities.
- Lead the process for addressing complaints and resolving problems within the athletic programs.
- Provide strategic oversight and assist in formulating plans and policies and procedures governing athletic programs.
- Foster a culture that integrates and respects the institution's structure and authority
- Oversee departmental administrative duties, including (but not limited to): insurance coverage; athletic training procedures; facility oversight and scheduling; team transportation and athletic vehicle maintenance; budget preparation/management; conference alignments; and compliance.
- Supervise the Fitness Center manager and Athletic Success Coordinator.
- Implement appropriate strategies and programs to maximize revenue through fundraising, corporate partnerships, and facility rentals.

Other Duties:

- Perform other job related duties as assigned by the Executive Director for Institutional Advancement

Work Environment:

Work is generally performed in an office setting. Some work and supervision will be on the Athletic Fields, Athletic Facility, and Fitness Center. Due to position requirements the Director of Development and Alumni Relations may conduct their work at off-campus sites.

Physical Demands:

Prolonged sitting. Some lifting up to 20 lbs. Some stopping 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**_____



Morton College Job Description

Job Title:	Fitness Center Manager
Range:	Classified Excluded
Grant-Funded:	NA
Reports to and Evaluated by:	Director of Development and Alumni Relations
Required Qualifications:	<p>The candidate will possess a bachelor's degree and a valid Illinois driver's license. Must have 2 years experience in managing a fitness center. Demonstrated word processing, database management and data entry skills; and knowledge of intercollegiate activities and programs. Must be able to interact well with students, faculty and staff. Excellent organizational, oral, written and listening skills. The successful candidate must be able to work in a position requiring public contact, exercise sound judgment, and assist a diverse student population in a multicultural environment. Bilingual in English/Spanish. Must be able to work a flexible schedule including some evening & weekend hours.</p> <p>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</p>
Desirable Qualifications:	Proficiency in Spanish/English, both oral and written. Good leadership, excellent verbal, analytical, organizational and planning skills and familiarity with budgets.
Job Summary:	The Fitness Center Manager will work in collaboration with the Director of Development and Alumni Relations Director in the day-to-day communications, marketing, fundraising and development; and public relations of the athletic department. In addition, he/she will be responsible for the oversight of the Fitness Center and Athletic Facilities, and operations to ensure an exceptional experience.
Essential Job Functions	<ul style="list-style-type: none">• Establish all policy and procedures for the Fitness Center.• Identify, develop, and execute the athletic communications strategies to enhance the college and athletics department image, and communication and marketing goals.

- Manage and maintain the athletics department website. In collaboration with Institutional Advancement Department, write and edit various department communication materials, including postseason publications, press releases, game notes, record books and content for the department's website, digital campaigns, and social media platforms
- Support and oversee nominations and promotion of student-athletes and coaches for awards.
- Maintain historical records, statistics and photographs among other important department information.
- Ensure all branding and marketing materials for the MC Fitness Center and the Athletic Facilities are aligned with the institution's brand standards. That includes the signage, deliverables and fitness centers staff uniforms.
- Ensure that MC Fitness Center staff, trainers, student aides support our Morton College mission and core values.
- Ensure high level of customer service for students and guest members.
- Ensure students and guest members have signed and agreed to the rules & regulations of the MC Fitness Center, wavier on file and scan in before usage.
- Ensure that all areas of MC Fitness Center and Athletic facilities are clean, well-maintained and secure at all times.
- Maintain MC Fitness Center and Athletic Facilities equipment, and coordinate any needed repairs with facilities department or outside vendors.
- Maintain records for MC Fitness Center and Athletic facilities services.
- Keep inventory of promotional and resale items.
- Manage MC Fitness Center budget.
- Handle complaints and incidents, e.g. accidents, emergencies or theft. Keep Director informed of any issues/concerns.
- Ensure all staff is CPR/AED certified.
- Hold monthly or quarterly team meetings.
- Recruit, train and supervise MC Fitness Center and Athletic Facilities staff, including independent personal trainers.
- Establish staff schedule.
- Establish scheduled times for MC teams, exercise programs and open gym.
- Establish MC Fitness Center rules and regulations, and display them throughout FC for guest members.
- Enhance revenue/membership by planning, promoting and executing a host of fitness activities and programs throughout the academic year. See some example below.

- I. Fitness Challenge
- II. Wellness Fair
- III. Softball Tournament (MC Students vs. MC Staff)
- IV. FC apparel (MC mini towels, water bottles, cut-off shirts, locks)
- V. Smoothie/Snack Bar

- The MC Fitness Center Manager is expected to participate in professional development opportunities (industry trends, conferences, workshops etc.).
- Promote each home event on campus and within the Morton College community to encourage greater participation at home events.
- Assist in all athletic special events and other activities related to athletics.
- Help coordinate community service activities.
- Help oversee department fundraising activities and events.

Other Duties:

- Perform other job related duties as assigned by the Director of Development and Alumni Recruitment.
- Travel, evening and weekend hours may be necessary.

Formatted: Font: (Default) Arial, Complex Script Font: Arial

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

Formatted: Font: (Default) Arial, Complex Script Font: Arial

Work Environment:

Work is generally performed in an office setting. You will have designated desk space to complete your daily work. Some work and supervision will be on the Athletic Fields, Athletic Facility and Fitness Center.

Usual office working conditions. The noise level in the work environment is typical of most office environments. Work and supervision will be in the Athletic Facility and Fitness Center. Travel and evening and weekend hours may be necessary to attend monthly Board of Trustee meetings, other meetings, and Institutional Advancement events.

Physical Demands:

Must be able to lift up to 50 lbs. and help with the set up and breakdown of tables, chairs, etc. for home game events. While performing the duties of this position, the employee is frequently required to sit, communicate, reach and manipulate objects, tools or controls. The position requires mobility. Minimum physical exertion. Duties involve moving materials weighing up to 5 pounds on a regular basis and up to 50 pounds on an occasional basis. Manual dexterity and coordination are required over 50% of the work period while operating equipment such as computer keyboard, mouse, calculator and similar machines. Some travel is involved.

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** _____



Morton College Job Description

Job Title:	Literacy and Instructional Support Specialist <u>Director of Community and Continuing Education</u>
Range:	Classified Excluded <u>Administrator</u>
Grant-Funded:	NA <u>100%</u>
Reports to and Evaluated by:	Dean of Adult and Career Technical Education <u>Executive Director of Institutional Advancement</u>
Required Qualifications:	<p>Bachelor's degree, preferably with a major in Education, Linguistics, English, Business or a related field. Experience working with ESL, ABE, and ASE students, in particular educationally disadvantaged adults from diverse backgrounds. Excellent knowledge of continuing and community education programs; Strong data collection skills; Excellent interpersonal and communication skills. Computer skills in Microsoft suite<u>Word</u>. Ability to work and think independently. Ability to manage complex tasks and meet deadlines. Must be able to multi-task and meet deadlines; must be able to work effectively with people at all levels of the college, including students and community members; must be detail oriented, and able to think and work independently.</p> <p><u>The candidate must be able to work in a position requiring public contact, exercise sound judgment, and assist a diverse student population in a multicultural environment. Must be able to work a flexible schedule including some evening & weekend hours.</u></p> <p><u>Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.</u></p>
Desirable Qualifications:	<p>Master's Degree in Education, Linguistics, Business, English or related field kk<u>knowledge</u> -and-<u>Experience</u> with adult education instruction, learner assessment and advising. Bilingual Spanish/English. Experience working with grants. Well-organized and self-motivated. Ability to implement policies and procedures. Working knowledge of DAISI and STAIRS, and Colleague. Must be able to demonstrate the Morton College core values of truth, compassion, fairness, responsibility, and respect.</p>

Formatted Table

Job Summary:

The Director of Community and Co~~Literacy and Instructional Support~~Continuing Education Specialist will oversee the ~~volunteer literacy program, support processes to efficiently research, create, offer and monitor all courses in the Corporate, Continuing, and~~ Community Education Department; organize professional development activities for faculty and tutors, assist with the class scheduling process, and coordinate the course assignments process.

Formatted Table

Essential Job Functions:

- In cooperation with the Department Chair, assign courses to all Adult Education instructors each term
- Coordinate faculty professional development activities
- ~~Supervise part time staff in the day to day operations of the Adult Volunteer Literacy program~~
- SOS Funded Programs Only: Maintain STAIRS database for grant reporting. This includes students and volunteer records such as volunteer hours, student test scores (both pre- and post-testing), and demographic information.
- Manage all processes related to the effective delivery of instruction in ~~Corporate, Continuing and Community~~ Education
- Research and develop ideas for new ~~Corporate, Continuing, and Community Education~~ courses, and present these to the Executive Director of Institutional Advancement.
- ~~In cooperation with the Director of Corporate, Continuing and Community Education, c~~Create the schedule of classes for ~~Corporate, Continuing and Community~~ Education each term
- Coordinate activities ~~for~~ and classes for young learners, including STEAMers Camp
- ~~Assist Program Director with~~Coordinate data collection, reports and grant writing
- ~~Oversee semi-annual post-testing of all tutoring students, regardless of their match status~~
- Coordinate ~~tutor and student~~Community and Continuing Education ~~recognition~~ program
- Work in cooperation with supervisor to develop and implement program evaluation processes, forms and focus groups for ~~Adult Education teachers and tutors~~Community and Continuing Education

Formatted Table

Formatted: Indent: Before: 0.04", Bulleted + Level: 1 + Aligned at: 0.25" + Tab after: 0.5" + Indent at: 0.5", Tab stops: Not at 0.5"

Job Description: Director of Community and Continuing Education~~Literacy and Instructional Support Specialist~~

Page 3

Other Duties:

- Perform other job related duties as assigned by the Dean of Adult and Career Technical Education~~Executive Director for Institutional Advancement~~
- Travel, evening and weekend hours may be necessary

Formatted Table

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.

Formatted: Font: (Default) Arial, Bold, Complex Script Font: Arial

Formatted: List Paragraph, Bulleted + Level: 1 + Aligned at: 0.25" + Indent at: 0.5"

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

Formatted: Highlight

Formatted: Highlight

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 _____



Morton College

Job Description

Job Title: Director of Corporate, ~~Community & Continuing~~ Education

Range: Administrator

Grant-Funded: NA

Reports to and Evaluated by: ~~Dean of Adult and Career Technical Education~~ Vice President Administrative Services

Required Qualifications:

Bachelor Degree. Four years' professional experience in post-secondary education, community, administration/management or business and industry setting. Knowledge and skill in the use of integrated software systems and Microsoft applications. Excellent writing, and communication skills. ~~Understanding and knowledge of multi-cultural educational and employment settings.~~ Must be very well organized, self-motivated and able to think and work independently. Must be able to multi-task and work with deadlines. Must be able to interact with people at all college levels, both interdepartmental and students as well as community residents. Must be able to demonstrate an entrepreneurial spirit. The candidate must be able to work in a position requiring public contact, exercise sound judgment, and assist a diverse student population in a multicultural environment. Must be able to work a flexible schedule including some evening & weekend hours.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications:

Proficiency in Spanish/English, both oral and written. Master's degree in Business, Education, Marketing or related field. Prior experience with curriculum development, especially in the area of continuing education and community programming. Excellent verbal, analytical, organizational and planning skills. Familiarity with budgets and public relations experience.

Job Summary:

The Director of Corporate, ~~Community & Continuing~~ Education is responsible for the development and operation of the College's customized and continuing education training programs for business and industry. ~~and community education and enrichment programs. Including the development and implementation of~~

marketing activities and the college's support student success initiatives. These include all noncredit courses for ~~continuing and community education courses~~the corporate community and customized training courses for business and industry.

Essential Job Functions

- Coordinates the planning, development, implementation and support of the college's ~~continuing education~~corporate education division;
- Works with business and industry to access needs and develop customized training;
- Prepares and implements a comprehensive marketing plan for ~~continuing education~~corporate education;
- Oversees curriculum design, development and implementation of noncredit courses and programs;
- Manages planning, scheduling, budgeting and operational efficiency;
- Maintains effective communication with administration, faculty and staff;
- Recruits, supervises and evaluates faculty and personnel in ~~continuing corporate~~ education
- Supervises and directs required reporting to state and national agencies
- Ensures compliance guidelines, licensure requirements and other state and federal regulations;
- Collaborates with credit faculty to identify new ~~continuing corporate~~ education courses and programs;
- Research, plan, develop, implement, coordinate, track and maintain all business and industry, employee training and continuing education programs including those to satisfy licensure requirements and upgrade current workforce skills.
- Conduct area employer/employee and business needs assessments
- Develop and maintain liaison relationship between Morton College and area community and business leaders, designated agencies and offices.
- Work in conjunction with the ~~Dean of Adult and Career Technical~~ Morton College staff to develop customized business and partner agency contracts for offered training programs
- Develop marketing tools and strategies for all training programs, seminars and events
- ~~Assist with searches for new course sites and laboratories~~
- ~~Assist with curriculum development for all unit programming~~

- ~~• Assist with Unit registration and assessment as needed~~
- Assist other College areas as needed. Particularly the academic advising, and career planning and placement areas
- Perform other duties as assigned

Other Duties:

- Perform other job related duties as assigned by the Vice President of Administrative Services
- Travel, evening and weekend hours may be necessary
- ~~• Perform other job related duties as assigned by supervisor~~

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**_____



Morton College

Job Description

Job Title: Skills for Daily Living Program Coordinator

Range: [NAClassified Excluded](#)

Grant-Funded: NA

Reports to and Evaluated by: Director of Corporate, Community and Continuing Education

Required Qualifications: 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.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications: Interest and experience in Special Olympics programs. First aid and CPR certification. English-Spanish bilingual.

Job Summary: The Coordinator will work directly with the Director of Corporate, Community and Continuing Education 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 through Special Olympics that will enrich students' lives.

Essential Job Functions

- Look for and develop opportunities for students with intellectual disabilities 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** _____

MORTON COLLEGE EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019(the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Maria Anderson, 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.

WITNESSETH:

WHERE AS, Employee desires to serve as the Executive Assistant to the President/ Clerk of the Board ("Executive Assistant to the President/Clerk of the Board " or "employee") 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 Executive Assistant to the President / Clerk of the Board and the Parties desire to enter into this Agreement whereby Employee will serve as said employee of the College; and

WHEREAS, the College hereby agrees to employ Employee as said employee 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 employee 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 employee 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 Executive Assistant to the President / Clerk of the Board and be employed as the Executive Assistant to the President / Clerk of the Board.
- 1.2 Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the Executive Assistant to the President / Clerk of the Board 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 Executive Assistant to the President / Clerk of the Board.

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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 Eighty-five Thousand, two-hundred and thirty-five U.S. Dollars. (\$85,235 for Fiscal Year 2019 - 2020 (July 1, 2019-June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

- 4.2 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.

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 above-mentioned 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. 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: Maria Anderson

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.

[SIGNATURE PAGE TO FOLLOW]

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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Maria Anderson
Employee

Date

MORTON COLLEGE EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019(the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Melissa Ridyard, 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.

WITNESSETH:

WHERE AS, Employee desires to serve as the Executive Assistant to the VP of Admin Services ("Executive Assistant" or "employee") 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 Executive Assistant to the VP of Admin Services and the Parties desire to enter into this Agreement whereby Employee will serve as said employee of the College; and

WHEREAS, the College hereby agrees to employ Employee as said employee 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 employee 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 employee 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 Executive Assistant to the VP of Admin Services and be employed as the Executive Assistant to the VP of Admin Services.

1.2 Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the Executive Assistant to the VP of Admin Services 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 Executive Assistant to the VP of Admin Services.

1.3 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.

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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 Sixty-five thousand, nine hundred U.S. Dollars. (\$65,900 for Fiscal Year 2019 - 2020 (July 1, 2019-June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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: Melissa Ridyard

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.

[SIGNATURE PAGE TO FOLLOW]

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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Melissa Ridyard
Employee

Date

MORTON COLLEGE EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019(the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Liliana Raygoza, 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.

WITNESSETH:

WHERE AS, Employee desires to serve as the Executive Assistant to the Associate Provost ("Executive Assistant to the Associate Provost" or "employee") 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 Executive Assistant and the Parties desire to enter into this Agreement whereby Employee will serve as said employee of the College; and

WHEREAS, the College hereby agrees to employ Employee as said employee 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 employee 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 employee 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 Executive Assistant to the Associate Provost and be employed as the Executive Assistant to the Associate Provost.
- 1.2 Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the Executive Assistant to the Associate Provost 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 Executive Assistant to the Associate Provost.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 Forty-eight thousand, zero hundred U.S. Dollars. (\$48,000 for Fiscal Year 2019 - 2020 (July 1, 2019-June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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: Liliana Raygoza

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.

[SIGNATURE PAGE TO FOLLOW]

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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Liliana Raygoza
Employee

Date

MORTON COLLEGE EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019(the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Ana Valdez, 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.

WITNESSETH:

WHERE AS, Employee desires to serve as the Executive Assistant to the Provost ("Executive Assistant to the Provost" or "employee") 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 Executive Assistant to the Provost and the Parties desire to enter into this Agreement whereby Employee will serve as said employee of the College; and

WHEREAS, the College hereby agrees to employ Employee as said employee 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 employee 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 employee 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 Executive assistant to the Provost and be employed as the Executive assistant to the Provost.
- 1.2 Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the Executive Assistant to the Provost 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 Executive assistant to the Provost

- 1.3 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.

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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 Fifty- thousand and zero Hundred U.S. Dollars. (\$50,000 for Fiscal Year 2019 - 2020 (July 1, 2019-June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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: Ana Valdez

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.

[SIGNATURE PAGE TO FOLLOW]

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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Ana Valdez
Employee

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Frank Marzullo, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as the VP of Administrative Services ("VP of Administrative services" 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 VP of Administrative Services of the College and the Parties desire to enter into this Agreement whereby Employee will serve as said Provost 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 be employed as and serve as the VP of Administrative Services 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 VP of Administrative Services 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 by the Board and the President of the College or their respective designees.

Notwithstanding the foregoing, 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 he will faithfully, efficiently and to the best of his 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 full-time, skill and attention to said employment during the term of this Agreement, provided however, that 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 from employment with the College.

2. TERM:

The term of Employee's employment shall commence on 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (the "Expiration Date") unless earlier terminated as provided for in Section 5 of this Agreement. Employee acknowledges that 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 total remuneration:

- 4.1 Base Salary. Employee shall receive an annual compensation of one hundred eighty-two thousand, three hundred and ten U.S. Dollars (\$182,310.00) beginning on the Commencement Date. The annual salary 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. The annual salary shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

Employee's salary shall be based on his annual evaluations and shall be increased by the Board but shall not be less than the prior year's salary.

- 4.2 Professional Development Expenses. Employee shall receive a maximum of five hundred U.S. dollars (\$500.00) per Fiscal Year, to begin in the 2019-2020 Fiscal Year, to be used towards Employee's professional development. The balance of Employee's professional development expenses from his previous position shall carry over for the remainder of the current Fiscal Year.

The expenditure of the abovementioned allotment is subject to the prior written approval of the President of the College. 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 Reimbursement. 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 ("Education Reimbursement"), starting in the 2019-2020 Academic Year. The balance of Employee's education reimbursement from his previous position shall carry over for the remainder of the current Academic Year. All other terms of the College's tuition reimbursement policy for Administrators shall apply to Employee. Starting in the 2019-2020 Academic year, any portion of the Education Reimbursement that remains unused at the termination of the Academic Year shall be paid to the Employee. In the event the President and/or the Board requests that Employee take certain educational classes, no tuition cap applies.
- 4.4 Retention Bonus. Employee shall receive a retention bonus if employed by the College, continuously and without interruption from the Commencement Date to January 1, 2020. Employee shall receive a second retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2020. Employee shall receive a third retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2021. All retention bonuses shall be three percent (3%) of Employee's base salary on the relevant date.
- 4.5 Illinois State Universities Retirement System. The compensation/earnings stated in this Section 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.
- 4.6 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 portions of the per annum rate for the Comprehensive Medical Insurance Program, as offered by the College and selected by Employee, as listed in the schedule below for the current Fiscal Year. For Fiscal Years 2019-2020 and 2020-2021, the Board shall determine the per annum rate for the Comprehensive Medical Insurance Program and the College and Employee shall pay their respective portions in conformance with the same.
- 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. 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 dollar. Employee shall be solely responsible for the payment of family life insurance coverage, if applicable.

4.7 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 Employee's immediate supervisor. Vacation leave in excess of two (2) continuous weeks ordinarily will not be granted, unless otherwise approved by the President. Requests for vacation shall not be arbitrarily or unreasonably denied. Employee 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 1, 2017 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. 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 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

(B) 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 Employee Handbook for a twelve (12) month year shall govern, if applicable; and

(C) For the purposes of paid time off identified in Paragraph 4.7 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.

- 4.8 Communication Devices. Morton College agrees to pay Employee as part of his gross compensation, the sum of two hundred U.S. dollars (\$200.00) per month to reimburse the Employee for using his own "communication devices" (e.g., laptop, cell phone, iPad, etc.) to perform his job duties. As a result, Morton College will not provide the Employee with any "communication devices."
- 4.9 Auto Expenses. Morton College agrees to pay as part of gross compensation, the sum of five hundred and no/100 U.S. dollars (\$500.00 per month for transportation costs which include all necessary automobile operating expenses such as fuel, oil, insurance, and repairs for local travel. Morton College shall not reimburse for mileage for travel outside of Cook County, Illinois. However, Morton College will grant access to Morton College-owned pool vehicles for Morton College related travel outside of Cook County, Illinois

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) 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 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 legal representative, is total and permanent. In the event of Employee's termination due to disability, the College shall pay to Employee his accrued salary and vacation until the Expiration Date of this Agreement. Nothing in this Section shall be construed to deny or limit the Employee's rights under the Family Medical Leave Act or the Americans with Disabilities Act.
- 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved

absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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.

5.9 Termination by Employee for Good Reason. Employee may terminate his 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:

4.9.1 Any material breach of this Agreement by the College;

4.9.2 Any material adverse change in the status, title, authority, reporting line, responsibilities or prerequisites of Employee;

4.9.3 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

4.9.4 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.

- 5.9 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 accrued salary and vacation pay accrued up to the date of his 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 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 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: Frank Marzullo

9 MISCELLANEOUS:

- 9.1 Acknowledgement and Indemnification. Employee acknowledges that 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 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 applied 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.
- 9.9 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 he was informed that 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 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 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 _____, 2019.

Executed:

Stanley S. Fields Ph.D. Date
Morton College

Frank E. Marzullo Date
VP of Administrative Services

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Keith McLaughlin, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as the Provost ("Provost" 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 Provost of the College and the Parties desire to enter into this Agreement whereby Employee will serve as said Provost 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 be employed as and serve as the Provost 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 Provost 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 by the Board and the President of the College or their respective designees.

Notwithstanding the foregoing, 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 he will faithfully, efficiently and to the best of his 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 full-time, skill and attention to said employment during the term of this Agreement, provided however, that 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 from employment with the College.

2. TERM:

The term of Employee's employment shall commence on 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (the "Expiration Date") unless earlier terminated as provided for in Section 5 of this Agreement. Employee acknowledges that 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 total remuneration:

- 4.1 Base Salary. Employee shall receive an annual compensation of One hundred ninety-one thousand, six hundred ninety-two U.S. Dollars (\$191,692) beginning on the Commencement Date. The annual salary 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. The annual salary shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

Employee's salary shall be based on his annual evaluations and shall be increased by the Board but shall not be less than the prior year's salary.

- 4.2 Professional Development Expenses. Employee shall receive a maximum of five hundred U.S. dollars (\$500.00) per Fiscal Year, to begin in the 2019-2020 Fiscal Year, to be used towards Employee's professional development. The balance of Employee's professional development expenses from his previous position shall carry over for the remainder of the current Fiscal Year.

The expenditure of the abovementioned allotment is subject to the prior written approval of the President of the College. 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 Reimbursement. 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 ("Education Reimbursement"), starting in the 2019-2020 Academic Year. The balance of Employee's education reimbursement from his previous position shall carry over for the remainder of the current Academic Year. All other terms of the College's tuition reimbursement policy for Administrators shall apply to Employee. Starting in the 2019-2020 Academic year, any portion of the Education Reimbursement that remains unused at the termination of the Academic Year shall be paid to the Employee. In the event the President and/or the Board requests that Employee take certain educational classes, no tuition cap applies.
- 4.4 Retention Bonus. Employee shall receive a retention bonus if employed by the College, continuously and without interruption from the Commencement Date to January 1, 2020. Employee shall receive a second retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2020. Employee shall receive a third retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2021. All retention bonuses shall be three percent (3%) of Employee's base salary on the relevant date.
- 4.5 Illinois State Universities Retirement System. The compensation/earnings stated in this Section 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.
- 4.6 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 portions of the per annum rate for the Comprehensive Medical Insurance Program, as offered by the College and selected by Employee, as listed in the schedule below for the current Fiscal Year. For Fiscal Years 2019-2020 and 2020-2021, the Board shall determine the per annum rate for the Comprehensive Medical Insurance Program and the College and Employee shall pay their respective portions in conformance with the same.
- 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. 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 dollar. Employee shall be solely responsible for the payment of family life insurance coverage, if applicable.

4.7 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 Employee's immediate supervisor. Vacation leave in excess of two (2) continuous weeks ordinarily will not be granted, unless otherwise approved by the President. Requests for vacation shall not be arbitrarily or unreasonably denied. Employee 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 1, 2017 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. 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 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

(B) 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 Employee Handbook for a twelve (12) month year shall govern, if applicable; and

(C) For the purposes of paid time off identified in Paragraph 4.7 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.

- 4.8 Communication Devices. Morton College agrees to pay Employee as part of his gross compensation, the sum of two hundred U.S. dollars (\$200.00) per month to reimburse the Employee for using his own "communication devices" (e.g., laptop, cell phone, iPad, etc.) to perform his job duties. As a result, Morton College will not provide the Employee with any "communication devices."
- 4.9 Auto Expenses. Morton College agrees to pay as part of gross compensation, the sum of five hundred and no/100 U.S. dollars (\$500.00 per month for transportation costs which include all necessary automobile operating expenses such as fuel, oil, insurance, and repairs for local travel. Morton College shall not reimburse for mileage for travel outside of Cook County, Illinois. However, Morton College will grant access to Morton College-owned pool vehicles for Morton College related travel outside of Cook County, Illinois

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) 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 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 legal representative, is total and permanent. In the event of Employee's termination due to disability, the College shall pay to Employee his accrued salary and vacation until the Expiration Date of this Agreement. Nothing in this Section shall be construed to deny or limit the Employee's rights under the Family Medical Leave Act or the Americans with Disabilities Act.
- 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness of negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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.

5.1 Termination by Employee for Good Reason. Employee may terminate his 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:

4.9.1 Any material breach of this Agreement by the College;

4.9.2 Any material adverse change in the status, title, authority, reporting line, responsibilities or prerequisites of Employee;

4.9.3 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

4.9.4 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.

- 5.1 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 accrued salary and vacation pay accrued up to the date of his 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 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 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: Keith McLaughlin

9 MISCELLANEOUS:

- 9.1 Acknowledgement and Indemnification. Employee acknowledges that 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 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 applied 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 he was informed that 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 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 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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Keith McLaughlin
Provost

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Mireya Perez, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as the Chief Financial Officer ("Chief Financial 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 Financial Officer of the College and the Parties desire to enter into this Agreement whereby Employee will serve as said Provost 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 be employed as and serve as the Chief Financial 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 Financial 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 by the Board and the President of the College or their respective designees.

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 he will faithfully, efficiently and to the best of his 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 full-time, skill and attention to said employment during the term of this Agreement, provided however, that 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 from employment with the College.

2. TERM:

The term of Employee's employment shall commence on 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (the "Expiration Date") unless earlier terminated as provided for in Section 5 of this Agreement. Employee acknowledges that 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 total remuneration:

- 4.1 Base Salary. Employee shall receive an annual compensation of One hundred twenty-six thousand, one hundred ninety-nine U.S. Dollars (\$126,199) beginning on the Commencement Date. The annual salary 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. The annual salary shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

Employee's salary shall be based on his annual evaluations and shall be increased by the Board but shall not be less than the prior year's salary.

- 4.2 Professional Development Expenses. Employee shall receive a maximum of five hundred U.S. dollars (\$500.00) per Fiscal Year, to begin in the 2019-2020 Fiscal Year, to be used towards Employee's professional development. The balance of Employee's professional development expenses from his previous position shall carry over for the remainder of the current Fiscal Year.

The expenditure of the abovementioned allotment is subject to the prior written approval of the President of the College. 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 Reimbursement. 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 ("Education Reimbursement"), starting in the 2019-2020 Academic Year. The balance of Employee's education reimbursement from his previous position shall carry over for the remainder of the current Academic Year. All other terms of the College's tuition reimbursement policy for Administrators shall apply to Employee. Starting in the 2019-2020 Academic year, any portion of the Education Reimbursement that remains unused at the termination of the Academic Year shall be paid to the Employee. In the event the President and/or the Board requests that Employee take certain educational classes, no tuition cap applies.
- 4.4 Retention Bonus. Employee shall receive a retention bonus if employed by the College, continuously and without interruption from the Commencement Date to January 1, 2020. Employee shall receive a second retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2020. Employee shall receive a third retention bonus if employed by the College, continuously and without interruption from the Commencement Date to July 1, 2021. All retention bonuses shall be three percent (3%) of Employee's base salary on the relevant date.
- 4.5 Illinois State Universities Retirement System. The compensation/earnings stated in this Section 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.
- 4.6 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 portions of the per annum rate for the Comprehensive Medical Insurance Program, as offered by the College and selected by Employee, as listed in the schedule below for the current Fiscal Year. For Fiscal Years 2019-2020 and 2020-2021, the Board shall determine the per annum rate for the Comprehensive Medical Insurance Program and the College and Employee shall pay their respective portions in conformance with the same.
- 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. 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 dollar. Employee shall be solely responsible for the payment of family life insurance coverage, if applicable.

4.7 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 Employee's immediate supervisor. Vacation leave in excess of two (2) continuous weeks ordinarily will not be granted, unless otherwise approved by the President. Requests for vacation shall not be arbitrarily or unreasonably denied. Employee 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 1, 2017 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. 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 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

(B) 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 Employee Handbook for a twelve (12) month year shall govern, if applicable; and

(C) For the purposes of paid time off identified in Paragraph 4.7 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.

- 4.8 Communication Devices. Morton College agrees to pay Employee as part of his gross compensation, the sum of two hundred U.S. dollars (\$200.00) per month to reimburse the Employee for using his own "communication devices" (e.g., laptop, cell phone, iPad, etc.) to perform his job duties. As a result, Morton College will not provide the Employee with any "communication devices."
- 4.9 Auto Expenses. Morton College agrees to pay as part of gross compensation, the sum of five hundred and no/100 U.S. dollars (\$500.00 per month for transportation costs which include all necessary automobile operating expenses such as fuel, oil, insurance, and repairs for local travel. Morton College shall not reimburse for mileage for travel outside of Cook County, Illinois. However, Morton College will grant access to Morton College-owned pool vehicles for Morton College related travel outside of Cook County, Illinois

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) 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 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 legal representative, is total and permanent. In the event of Employee's termination due to disability, the College shall pay to Employee his accrued salary and vacation until the Expiration Date of this Agreement. Nothing in this Section shall be construed to deny or limit the Employee's rights under the Family Medical Leave Act or the Americans with Disabilities Act.
- 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness of negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 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:

4.9.1 Any material breach of this Agreement by the College;

4.9.2 Any material adverse change in the status, title, authority, reporting line, responsibilities or prerequisites of Employee;

4.9.3 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

4.9.4 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 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 accrued salary and vacation pay accrued up to the date of his 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 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 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: Mireya Perez

9 MISCELLANEOUS:

- 9.3 Acknowledgement and Indemnification. Employee acknowledges that 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.
- 9.4 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 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 applied in the interpretation of this Agreement.
- 9.5 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.
- 9.6 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.

- 9.7 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.
- 9.8 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.
- 9.9 Right to Counsel. Employee acknowledges that he was informed that 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 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.
- 9.10 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.
- 9.11 Assignment. This Agreement is personal in character and neither the College nor Employee shall assign its or his 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 _____, 2019.

Executed:

Stanley S. Fields Ph.D.
Morton College

Date

Mireya Perez
CFO

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Lydia Falbo, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Dean of Nursing & Health Sciences ("Dean of Nursing & Health Sciences") 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 Dean of Adult and Career Technical Education 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 Dean of Nursing & Health Sciences and be employed as the Dean of Nursing & Health Sciences 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 Dean of Nursing & Health Sciences 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 Dean of Nursing & Health Sciences 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$115,953 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State

of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Lydia Falbo

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Lydia Falbo

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Marlena Avalos-Thompson, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Dean of Academic Services ("Associate Dean of Academic Services" 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 Associate Dean of Academic Services 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 Associate Dean of Academic Services and be employed as the Associate Dean of Academic Services 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 Associate Dean of Academic Services 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 Associate Dean of Student Services 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$86,682.00 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Marlena Avalos-Thompson

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Marlena Avalos-Thompson

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Blanca Jara, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Institutional Advancement ("Director of Institutional Advancement" 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 Director of Institutional Advancement 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 Director of Institutional Advancement and be employed as the Director of Institutional Advancement 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 Director of Institutional Advancement 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 Director of Institutional Advancement of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$85,000 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written

reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Blanca Jara

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Blanca Jara

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Joseph Belcaster, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Registrar ("Registrar" 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 Registrar 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 Registrar and be employed as the Registrar 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 Registrar 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 Registrar 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$75,000.00 for Fiscal Year 2019 -2020 (July 1, 2019 - June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft

of College property or property of an invitee of the College;

(3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
 Cicero, IL. 60804
 Attn: President's Office

With copy to: Morton College's Legal Counsel
 Del Galdo Law Group, LLC
 1441 S. Harlem Ave
 Berwyn, IL. 60402

If to Employee: Joseph Belcaster

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.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of this 26th day of June, 2019.

Stanley S. Fields Ph.D. Date

Joseph Belcaster Date

MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Magda Banda, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Institutional Research ("Director of Institutional Research" 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 Director of Institutional Research 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 Director of Institutional Research and be employed as the Director of Institutional Research 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 Director of Institutional Research 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 Director of Institutional Research 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$88,462.00 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft

of College property or property of an invitee of the College;

(3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Magda Banda

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.

[SIGNATURE PAGE TO FOLLOW]

MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Michael Brown, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Dean of Student Services ("Associate Dean of Student Services") 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 Associate Dean of Student Services 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 Associate Dean of Student Services and be employed as the Associate Dean of Student Services 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 Associate Dean of Student Services 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 Associate Dean of Student Services 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$76,500.00 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;
- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.
- (7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
 Cicero, IL. 60804
 Attn: President's Office

With copy to: Morton College's Legal Counsel
 Del Galdo Law Group, LLC
 1441 S. Harlem Ave
 Berwyn, IL. 60402

If to Employee: Michael Brown

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.

[SIGNATURE PAGE TO FOLLOW]

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Laurie Cashman, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Dean of Adult and Career Technical Education ("Dean of Adult and Career Technical Education") 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 Dean of Adult and Career Technical Education 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 Dean of Adult and Career Technical Education and be employed as the Dean of Adult and Career Technical Education 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 Dean of Adult and Career Technical Education 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 Dean of Adult and Career Technical Education of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$94,091 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;

- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;
- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.
- (7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Laurie Cashman

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Laurie Cashman

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Micheal Kott, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Dean – Resource Center ("Associate Dean – Resource Center" 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 Associate Dean – Resource Center 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 Associate Dean – Resource Center and be employed as the Associate Dean – Resource Center 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 Associate Dean – Resource Center 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 Associate Dean – Resource Center of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$97,793 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.
- (7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
 Cicero, IL. 60804
 Attn: President's Office

With copy to: Morton College's Legal Counsel
 Del Galdo Law Group, LLC
 1441 S. Harlem Ave
 Berwyn, IL. 60402

If to Employee: Micheal Kott

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Micheal Kott

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Derek Shouba, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Provost ("Associate Provost" 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 Associate Provost 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 Associate Provost and be employed as the Associate Provost 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 Associate Provost 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 Associate Provost of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$118,460 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct done or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State

of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Derek Shouba

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.

[SIGNATURE PAGE TO FOLLOW]

MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Claudia Mosqueda, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Dean of Adult Ed & CTE ("Associate Dean of Adult Ed & CTE" 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 Associate Dean of Adult Ed & CTE 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 Associate Dean of Adult Ed & CTE and be employed as the Associate Dean of Adult Ed & CTE 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 Associate Dean of Adult Ed & CTE 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 Associate Dean of Adult Ed & CTE 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$80,000 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written

reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Claudia Mosqueda

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Claudia Mosqueda

Date

MORTON COLLEGE ADMINISTRATOR EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Ronald Lullo, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Human Resources/Title IX Coordinator ("Director of Human Resources/Title IX Coordinator" 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 Director of Human Resources/Title IX Coordinator 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; an

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 Director of Human Resources/Title IX Coordinator and be employed as the Director of Human Resources/Title IX Coordinator 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 Director of Human Resources/Title IX Coordinator 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 Director of Human Resources/Title IX Coordinator 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$99,000 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results

in damage or more than \$50.00, or theft of College property or property of an invitee of the College;

(3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:

- (a) they did not know, and could not reasonably know, of the rule's requirement;
- (b) the rule is not lawful or not reasonably related to the job environment and performance;
- (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Ronald Lullo

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Ronald Lullo

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Suzanna Raigoza, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Senior Accountant ("Senior Accountant" 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 Senior Accountant 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 Senior Accountant and be employed as the Senior Accountant 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 Senior Accountant 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 Senior Accountant 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$72,100 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard

of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Suzanna Raigoza

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Suzanna Raigoza

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Erika Tejada, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Grants & Compliance ("Director of Grants & Compliance" 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 Director of Grants & Compliance 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 Director of Grants & Compliance and be employed as the Director of Grants & Compliance 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 Director of Grants & Compliance 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 Director of Grants & Compliance 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$74,263 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct done or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State

of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Erika Tejeda

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Erika Tejeda

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Vanessa Parrish, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Corporate, Community & Continuing Ed ("Director of Corporate, Community & Continuing Ed" 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 Director of Corporate, Community & Continuing Ed 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 Director of Corporate, Community & Continuing Ed and be employed as the Director of Corporate, Community & Continuing Ed 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 Director of Corporate, Community & Continuing Ed 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 Director of Corporate, Community & Continuing Ed of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$74,900 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard

of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Vanessa Parrish

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Vanessa Parrish

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Wendy Vega-Huezo, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Associate Director of Human Resources ("Associate Director of Human Resources" 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 Associate Director of Human Resources 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 Associate Director of Human Resources and be employed as the Associate Director of Human Resources 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 Associate Director of Human Resources 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 Associate Director of Human Resources of the College.

Notwithstanding the foregoing, 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$78,868 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard

of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Wendy Vega-Huezo

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Wendy Vega-Huezo

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (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.

WITNESSETH:

WHEREAS, Employee desires to serve as 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 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 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$131,552 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard

of the College's interests or of Employee's duties and obligations to the College;

(4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. 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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Ruben Ruiz

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Marisol Velazquez, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Dean of Student Services ("Dean of Student Services" 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 Dean of Student Services 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 Dean of Student Services and be employed as the Dean of Student Services 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 Dean of Student Services 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 Dean of Student Services 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$114,638 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;
- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;

(5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;

(6) A violation of a College rule, unless the Employee can demonstrate that:
(a) they did not know, and could not reasonably know, of the rule's requirement;

(b) the rule is not lawful or not reasonably related to the job environment and performance;

(c) the rule is not fairly or consistently enforced.

(7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
 Cicero, IL. 60804
 Attn: President's Office

With copy to: Morton College's Legal Counsel
 Del Galdo Law Group, LLC
 1441 S. Harlem Ave
 Berwyn, IL. 60402

If to Employee: Marisol Velazquez

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Marisol Velazquez

Date

*MORTON COLLEGE
ADMINISTRATOR EMPLOYMENT AGREEMENT*

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 26th day of June 2019 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and Gabriela Mata, 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.

WITNESSETH:

WHEREAS, Employee desires to serve as Director of Student Activities ("Director of Student Activities") 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 Director of Student Activities 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 Director of Student Activities and be employed as the Director of Student Activities 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 Director of Student Activities 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 Director of Student Activities 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 1st day of July 2019 (the "Commencement Date") and shall continue until the 30th day of June 2022 (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 \$57,000 for Fiscal Year 2019 -2020 (July 1, 2019 -June 30, 2020) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2020.

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 above-mentioned 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. 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.

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 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, "misconduct" includes, but is not limited to, the following:

- (1) Conduct one or omitted by the 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;
- (2) Conduct demonstrating conscious disregard of the College's interests and found to be a deliberate violation or disregard of the reasonable standards of behavior which the College expects of its employees. Such conduct may include, but is not limited to, willful damage to the College's property that results in damage or more than \$50.00, or theft of College property or property of an invitee of the College;
- (3) Carelessness or negligence to a degree or recurrence that manifests culpability or wrongful intent, or shows an intentional and substantial disregard of the College's interests or of Employee's duties and obligations to the College;

- (4) Chronic absenteeism or tardiness in deliberate violation of a known policy of the College or one or more unapproved absences following a written reprimand or warning relating to more than one unapproved absence;
- (5) A willful and deliberate violation of a standard or regulation of the State of Illinois ("State"), which violation would cause the College to be sanctioned or have a College license or certification suspended by the State;
- (6) A violation of a College rule, unless the Employee can demonstrate that:
 - (a) they did not know, and could not reasonably know, of the rule's requirement;
 - (b) the rule is not lawful or not reasonably related to the job environment and performance;
 - (c) the rule is not fairly or consistently enforced.
- (7) Other conduct, including but not limited to, committing criminal assault or battery on another employee, or on an invitee of the College, or committing abuse or neglect of a person in Employee's professional care.

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 S. Central Ave
Cicero, IL. 60804
Attn: President's Office

With copy to: Morton College's Legal Counsel
Del Galdo Law Group, LLC
1441 S. Harlem Ave
Berwyn, IL. 60402

If to Employee: Gabriela Mata

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.

[SIGNATURE PAGE TO FOLLOW]

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 26th day of June, 2019.

Executed:

Stanley S. Fields Ph.D.

Date

Gabriela Mata

Date

PROPOSED ACTION: THAT THE BOARD APPROVE COMPENSATION REPORT FOR ADJUNCT FACULTY MEMBERS TEACHING ENGLISH 101, 102, 086, 088, AND 076 FOR THE SPRING SEMESTER 2019 IN THE AMOUNT OF \$6,861.01 AS SUMMITTED

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: \$6,861.01 – Per Board-Union Agreement, Section 11.7, Adjunct Faculty teaching ENG 101, 102, 086, 088, AND 076 shall receive a 10% stipend based on their rate per their placement on the salary schedule

ATTACHMENT: 10% ENG Adjunct Stipend Report Spring 2019

**10% ENG Adjunct Stipend Report
Spring 2019**

Adjunct Full Name	CRS ID#	Course Title	Course Stipend Amount	10% Stipend Amount	Total Sumed Up	Start Date	End Date
Arias, Olga	ENG-102-2B	Rhetoric II	\$ 2,795.55	\$ 279.56	\$ 559.11	1/15/2019	5/16/2019
Arias, Olga	ENG-102-7E	Rhetoric II	\$ 2,795.55	\$ 279.56		1/15/2019	5/16/2019
Brasher, Stephen H.	ENG-101-Q2	Rhetoric I	\$ 2,937.09	\$ 293.71	\$ 293.71	1/16/2019	5/15/2019
Carroll, Don	ENG-101-OK	Rhetoric I	\$ 2,795.55	\$ 279.56	\$ 559.11	1/14/2019	5/15/2019
Carroll, Don	ENG-102-ML	Rhetoric II	\$ 2,795.55	\$ 279.56		1/14/2019	5/15/2019
Craig, Marilyn R.	ENG-086-1B	Reading & Writing III	\$ 2,865.45	\$ 286.55	\$ 859.64	1/15/2019	5/16/2019
Craig, Marilyn R.	ENG-086-2E	Reading & Writing III	\$ 2,865.45	\$ 286.55		1/15/2019	5/16/2019
Craig, Marilyn R.	ENG-086-3F	Reading & Writing III	\$ 2,865.45	\$ 286.55		1/15/2019	5/16/2019
Dutt, Eric V.	ENG-101-8B	Rhetoric I	\$ 2,938.08	\$ 293.81	\$ 881.42	1/19/2019	5/11/2019
Dutt, Eric V.	ENG-101-P2	Rhetoric I	\$ 2,938.08	\$ 293.81		1/15/2019	5/14/2019
Dutt, Eric V.	ENG-102-Q2	Rhetoric II	\$ 2,938.08	\$ 293.81		1/17/2019	5/16/2019
Martinez Jr, Salvador	ENG-076-A1	Intensive Adv Reading & Writin	\$ 3,561.12	\$ 356.11	\$ 356.11	1/14/2019	5/15/2019
Miranda, Ashley J.	ENG-088-L2	Basic Composition	\$ 2,806.05	\$ 280.61	\$ 841.82	1/23/2019	5/15/2019
Miranda, Ashley J.	ENG-101-1B	Rhetoric I	\$ 2,806.05	\$ 280.61		1/15/2019	5/16/2019
Miranda, Ashley J.	ENG-101-6F	Rhetoric I	\$ 2,806.05	\$ 280.61		1/22/2019	5/16/2019
Perusich, James M.	ENG-086-4L	Reading & Writing III	\$ 2,938.08	\$ 293.81	\$ 587.62	1/15/2019	5/16/2019
Perusich, James M.	ENG-102-O2	Rhetoric II	\$ 2,938.08	\$ 293.81		1/15/2019	5/14/2019
Schmidt, Michael	ENG-102-1B	Rhetoric II	\$ 2,563.92	\$ 256.39	\$ 512.78	1/15/2019	5/16/2019
Schmidt, Michael	ENG-102-9B	Rhetoric II	\$ 2,563.92	\$ 256.39		1/14/2019	5/15/2019
Selvaggio, Nicole	ENG-101-9B	Rhetoric I	\$ 2,563.92	\$ 256.39	\$ 512.78	1/14/2019	5/15/2019
Selvaggio, Nicole	ENG-102-8B	Rhetoric II	\$ 2,563.92	\$ 256.39		1/26/2019	5/11/2019
Smith-Irowa, Pamela L.	ENG-086-6B	Reading & Writing III	\$ 3,086.79	\$ 308.68	\$ 617.36	1/23/2019	5/15/2019
Smith-Irowa, Pamela L.	ENG-101-2B	Rhetoric I	\$ 3,086.79	\$ 308.68		1/15/2019	5/16/2019
Turner, Jocelyn A.	ENG-101-R2	Rhetoric I	\$ 2,795.55	\$ 279.56	\$ 279.56	1/17/2019	5/16/2019
Grand Total				\$ 6,861.01	\$ 6,861.01		

PROPOSED ACTION: THAT THE BOARD APPROVE THE FACULTY DIFFERENTIAL PAY STIPEND REPORT FOR SPRING SEMESTER 2019 IN THE AMOUNT OF \$17,838.90 AS SUBMITTED

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

COST ANALYSIS: 2019 Spring Faculty Differential Pay Stipend \$17,838.90

ATTACHMENT: 2019 Spring Differential Pay Stipend

2019 Spring Faculty Differential Pay Stipend Report

Faculty	Section ID#	Section Title	Enrollment	Students Over	Differential Pay	Credit Hours	Start Date	End Date
Abrahamson, Maura	CSS-100-3D	College Study Seminar	33	1	\$94.05	3	1/14/2019	5/15/2019
Bluemer, Judy	BIO-102-1C	Introduction to Biology	23	3	\$270.00	4	1/14/2019	5/16/2019
Bluemer, Judy	BIO-102-2C	Introduction to Biology	0	19	\$1,710.00	4	1/15/2019	5/16/2019
Bluemer, Judy	BIO-102-3C	Introduction to Biology	0	15	\$1,350.00	4	1/15/2019	5/16/2019
Bluemer, Judy	BIO-102-4C	Introduction to Biology	0	18	\$1,620.00	4	1/15/2019	5/16/2019
Bluemer, Judy	BIO-150-NR	Heredity & Society	22	2	\$180.00	3	1/14/2019	5/16/2019
Bluemer, Judy	BIO-111-H1	Biology: a Systems Approach	26	6	\$360.00	5	1/15/2019	5/16/2019
Bluemer, Judy	BIO-111-H1	Biology: a Systems Approach	26	6	\$720.00	5	1/15/2019	5/16/2019
Bluemer, Judy	BIO-100-NR	Introducing Biology	42	22	\$1,980.00	3	1/14/2019	5/16/2019
Callon, Michael	ENG-101-3C	Rhetoric I	27	3	\$259.20	3	1/15/2019	5/16/2019
Callon, Michael	ENG-101-4E	Rhetoric I	28	4	\$345.60	3	1/15/2019	5/16/2019
Casey, Craig	PHS-101-4E	Astronomy	34	2	\$180.00	3	1/14/2019	5/15/2019
Drury, Benjamin	SOC-101-1C	The Family	33	1	\$86.40	3	1/14/2019	5/15/2019
Drury, Benjamin	SOC-100-6F	Intro to Sociology	37	5	\$432.00	3	1/14/2019	5/15/2019
Dulabaum, Nina	PSY-215-1E	Life Span: Survey of Human Dev	33	1	\$90.00	3	1/14/2019	5/16/2019
Grice, James	BIO-203-2B	Anatomy & Physiology I	23	3	\$282.15	4	1/14/2019	5/15/2019
Halmon, Jamie	PEC-171-G4	Physical Fitness	37	5	\$288.00	1	1/14/2019	5/16/2019
Helmus, Sara	CHM-105-3F	General Chemistry I	26	2	\$60.00	5	1/14/2019	5/15/2019
Helmus, Sara	CHM-105-2F	General Chemistry I	26	2	\$180.00	5	1/15/2019	5/16/2019
Helmus, Sara	CHM-105-2F	General Chemistry I	26	2	\$240.00	5	1/15/2019	5/16/2019
Kasproicz, Michael	ANT-101-1J	Intro to Anthropology	33	1	\$94.05	3	1/17/2019	5/16/2019
Kasproicz, Michael	ANT-102-2G	Intro to Cul Anthro	34	2	\$188.10	3	1/14/2019	5/15/2019
Mohr, Michele	ENG-101-JC	Rhetoric I	26	2	\$180.00	3	1/14/2019	5/15/2019
Nedza, Michael	SPE-101-JE	Principles of Public Speaking	25	2	\$188.10	3	1/14/2019	5/15/2019
Paez, Elizabeth	MAT-083-6G	Elementary Algebra-Part I	33	1	\$57.60	2	1/14/2019	3/7/2019
Paez, Elizabeth	MAT-105-1C	College Algebra	35	3	\$345.60	4	1/14/2019	5/16/2019
Pearson, Dennis	BIO-204-2F	Anatomy & Physiology II	24	4	\$360.00	4	1/15/2019	5/16/2019
Pearson, Dennis	BIO-203-1B	Anatomy & Physiology I	25	5	\$450.00	4	1/15/2019	5/16/2019
Pulaski, Andrew	LAW-105-1C	Administration of Justice	34	2	\$180.00	3	1/15/2019	5/16/2019
Reft, Jennifer	PHT-220-H1	Adv. Physical Therapy Techniqu	25	7	\$658.35	3	1/15/2019	5/16/2019
Seo, Kymberly	BIO-203-H2	Anatomy & Physiology I	23	3	\$282.15	4	1/14/2019	5/13/2019
Seo, Kymberly	BIO-203-H1	Anatomy & Physiology I	27	7	\$658.35	4	1/15/2019	5/14/2019
Skurski, Katherine	NUR-216-B1	Adult Health Nursing	5	5	\$504.00	6	1/14/2019	4/10/2019
Skurski, Katherine	NUR-218-B1	Nursing Synthesis	37	5	\$432.00	3	1/14/2019	5/15/2019
Sonnier, Celeste	ENG-102-LE	Rhetoric II	25	1	\$90.00	3	1/14/2019	5/15/2019
Sonnier, Celeste	ENG-102-MF	Rhetoric II	25	1	\$90.00	3	1/14/2019	5/15/2019
Spaniol, Scott	MAT-102-1B	General Education Mathematics	35	3	\$360.00	4	1/14/2019	5/16/2019
Spaniol, Scott	MAT-141-1F	Statistics	35	3	\$360.00	4	1/14/2019	5/16/2019
Walley, Cynthia	CPS-111-H4	Business Computer Systems	21	1	\$60.00	3	1/14/2019	5/15/2019
Walley, Cynthia	CPS-111-H4	Business Computer Systems	21	1	\$90.00	3	1/14/2019	5/15/2019
Warren, John	MUS-108-NR	World Music Survey	27	2	\$172.80	3	1/14/2019	5/16/2019
Warren, John	MUS-100-NR	Music Appreciation	28	3	\$259.20	3	1/14/2019	5/16/2019
Warren, John	MUS-106-NR	Trends Modern American Music	30	5	\$432.00	3	1/14/2019	5/16/2019
Warren, John	MUS-108-1F	World Music Survey	28	3	\$259.20	3	1/15/2019	5/16/2019
Wood, Robert	PSY-101-6D	Intro to Psychology	33	1	\$90.00	3	1/14/2019	5/15/2019
Wood, Robert	PSY-215-3H	Life Span: Survey of Human Dev	33	1	\$90.00	3	1/14/2019	5/15/2019
Wood, Robert	PSY-101-3E	Intro to Psychology	34	2	\$180.00	3	1/15/2019	5/16/2019
				Grand Total	\$17,838.90			

2019 Spring Adjunct Differential Pay Stipend Report

Adjunct Faculty	Section ID#	Section Title	Enrollment	Students Over	Differential Pay	Section Credits	Start Date	End Date
Carroll, Don	ENG-101-OK	Rhetoric I	25	1	\$83.87	3	1/14/2019	5/15/2019
Corte, Anthony	CPS-111-H2	Business Computer Systems	21	1	\$55.91	3	1/15/2019	5/16/2019
Corte, Anthony	CPS-111-H2	Business Computer Systems	21	1	\$83.87	3	1/15/2019	5/16/2019
Craig, Marilyn	ENG-086-2E	Reading & Writing III	25	1	\$85.96	3	1/15/2019	5/16/2019
Dorgan, Irene	PSY-210-1D	Child Growth & Development	34	2	\$153.84	3	1/14/2019	5/15/2019
Drew, John	CPS-111-EC	Business Computer Systems	25	5	\$293.81	3	1/31/2019	5/15/2019
Drew, John	CPS-111-EC	Business Computer Systems	25	5	\$440.71	3	1/31/2019	5/15/2019
Dutt, Eric	ENG-102-Q2	Rhetoric II	30	6	\$528.85	3	1/17/2019	5/16/2019
Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	23	3	\$240.38	4	1/14/2019	5/16/2019
Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	26	1	\$83.87	3	1/14/2019	5/15/2019
Leven, Robert	BIO-203-41	Anatomy & Physiology I	22	2	\$185.21	4	1/14/2019	5/15/2019
Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	34	2	\$176.28	3	1/15/2019	5/16/2019
Miranda, Ashley	ENG-101-6F	Rhetoric I	26	2	\$168.36	3	1/22/2019	5/16/2019
Miranda, Ashley	ENG-101-1B	Rhetoric I	27	3	\$252.54	3	1/15/2019	5/16/2019
Montgomery, Jered	HUM-150-2C	Humanities Through the Arts	37	5	\$400.63	3	1/15/2019	5/16/2019
Schmidt, Michael	ENG-102-1B	Rhetoric II	25	1	\$76.92	3	1/15/2019	5/16/2019
Selvaggio, Nicole	ENG-101-9B	Rhetoric I	26	2	\$153.84	3	1/14/2019	5/15/2019
Selvaggio, Nicole	ENG-102-8B	Rhetoric II	27	3	\$230.75	3	1/26/2019	5/11/2019
					\$3,695.59			

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load
0197678	Skurski, Katherine	NUR-216-B6	Adult Health Nursing	LEC	6	6	0	0.6
0197678	Skurski, Katherine	NUR-216-B2	Adult Health Nursing	LEC	6	6	0	0.58
0197678	Skurski, Katherine	NUR-216-B3	Adult Health Nursing	LEC	6	6	0	0.58
0197678	Skurski, Katherine	NUR-216-B4	Adult Health Nursing	LEC	6	6	0	0.58
0197678	Skurski, Katherine	NUR-216-B5	Adult Health Nursing	LEC	6	6	0	0.58
0197678	Skurski, Katherine	NUR-216-B1	Adult Health Nursing	LEC	0	5	5	3.5
0197678	Skurski, Katherine	NUR-218-B1	Nursing Synthesis	LEC	32	37	5	3

Factor	Differential Load	Rate	Differential Pay	Start Date	End Date	Section Minimum Credits
0.03	0.00		\$0.00	1/14/2019	4/10/2019	6
0.03	0.00		\$0.00	1/14/2019	4/11/2019	6
0.03	0		\$0.00	1/14/2019	4/11/2019	6
0.03	0.00		\$0.00	1/14/2019	4/10/2019	6
0.03	0		\$0.00	1/14/2019	4/10/2019	6
0.03	0.525	960	\$504.00	1/14/2019	4/10/2019	6
0.03	0.45	960	\$432.00	1/14/2019	5/15/2019	3

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000770	Abrahamson, Maura	GEG-101-NR	Physical Geography	LEC	32	23	-9	5	0.03	-1.35		-\$1.35	1/14/2019	5/16/2019
0000770	Abrahamson, Maura	PHI-125-NR	Wrld Religions in Global Conte	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/14/2019	5/16/2019
0000770	Abrahamson, Maura	PHI-125-4G	Wrld Religions in Global Conte	LEC	32	23	-9	1	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0000770	Abrahamson, Maura	CSS-100-1E	College Study Seminar	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/28/2019	5/15/2019
0000770	Abrahamson, Maura	GEG-105-NR	World Regional Geography	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/16/2019
0000770	Abrahamson, Maura	GEG-105-1C	World Regional Geography	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000770	Abrahamson, Maura	CSS-100-3D	College Study Seminar	LEC	32	33	1	3	0.03	0.09	1045	\$94.05	1/14/2019	5/15/2019
0000873	Baffa, John	ENG-088-1B	Basic Composition	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000873	Baffa, John	ENG-088-2C	Basic Composition	LEC	24	24	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0000873	Baffa, John	ENG-088-3E	Basic Composition	LEC	24	24	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0000873	Baffa, John	ENG-088-7C	Basic Composition	LEC	24	24	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0197414	Balek, Ludwig	CIS-233-8B	Interconnect Network Device II	LAB	20	6	-14	3	0.03	-1.26		-\$1.26	1/19/2019	5/11/2019
0197414	Balek, Ludwig	CIS-161-2L	Intro to Operating Systems	LEC	20	10	-10	3	0.03	-0.9		-\$0.90	1/15/2019	5/16/2019
0197414	Balek, Ludwig	CIS-233-8B	Interconnect Network Device II	LEC	20	6	-14	2	0.03	-0.84		-\$0.84	1/19/2019	5/11/2019
0197414	Balek, Ludwig	CIS-165-H1	Intro to Network Security	LEC	20	7	-13	2	0.03	-0.78		-\$0.78	1/18/2019	5/10/2019
0197414	Balek, Ludwig	CIS-165-H1	Intro to Network Security	LAB	20	7	-13	1	0.03	-0.39		-\$0.39	1/18/2019	5/10/2019
0197414	Balek, Ludwig	CIS-132-1F	Introduction to Networking	LEC	20	16	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-102-3C	Introduction to Biology	LEC	0	15	15	3	0.03	1.35	1000	\$1,350.00	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-102-4C	Introduction to Biology	LEC	0	18	18	3	0.03	1.62	1000	\$1,620.00	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-160-NR	Plants & Society	LEC	20	17	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/16/2019
0000845	Blumer, Judy	BIO-102-2C	Introduction to Biology	LEC	0	19	19	3	0.03	1.71	1000	\$1,710.00	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-202-NR	Environmental Biology	LEC	20	20	0	3	0.03	0.00		\$0.00	1/14/2019	5/16/2019
0000845	Blumer, Judy	BIO-102-1C	Introduction to Biology	LEC	20	23	3	3	0.03	0.27	1000	\$270.00	1/14/2019	5/16/2019
0000845	Blumer, Judy	BIO-150-NR	Heredity & Society	LEC	20	22	2	3	0.03	0.18	1000	\$180.00	1/14/2019	5/16/2019
0000845	Blumer, Judy	BIO-111-H1	Biology: a Systems Approach	LAB	20	26	6	2	0.03	0.36	1000	\$360.00	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-111-H1	Biology: a Systems Approach	LEC	20	26	6	4	0.03	0.72	1000	\$720.00	1/15/2019	5/16/2019
0000845	Blumer, Judy	BIO-100-NR	Introducing Biology	LEC	20	42	22	3	0.03	1.98	1000	\$1,980.00	1/14/2019	5/16/2019
0194871	Callon, Michael	ENG-084-1C	Reading & Writing II	LEC	24	15	-9	3	0.03	-0.81		-\$0.81	1/14/2019	5/15/2019
0194871	Callon, Michael	ENG-084-2F	Reading & Writing II	LEC	24	17	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0194871	Callon, Michael	ENG-101-3C	Rhetoric I	LEC	24	27	3	3	0.03	0.27	960	\$259.20	1/15/2019	5/16/2019
0194871	Callon, Michael	ENG-101-4E	Rhetoric I	LEC	24	28	4	3	0.03	0.36	960	\$345.60	1/15/2019	5/16/2019
0000924	Casey, Craig	CPS-200-1B	C++ Programming	LEC	20	10	-10	5	0.03	-1.50		-\$1.50	1/14/2019	5/15/2019
0000924	Casey, Craig	PHS-103-2F	Physical Science I	LEC	32	24	-8	5	0.03	-1.20		-\$1.20	1/14/2019	5/15/2019
0000924	Casey, Craig	PHS-103-1E	Physical Science I	LEC	32	25	-7	3	0.03	-0.63		-\$0.63	1/15/2019	5/16/2019
0000924	Casey, Craig	EGR-120-11	Statics	LEC	22	17	-5	3	0.03	-0.45		-\$0.45	1/18/2019	5/10/2019
0000924	Casey, Craig	PHS-103-1E	Physical Science I	LAB	32	25	-7	2	0.03	-0.42		-\$0.42	1/15/2019	5/16/2019
0000924	Casey, Craig	PHS-101-1C	Astronomy	LEC	32	28	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0000924	Casey, Craig	PHY-105-1J	Physics I	LEC	32	29	-3	4	0.03	-0.36		-\$0.36	1/14/2019	5/15/2019
0000924	Casey, Craig	PHY-105-1J	Physics I	LAB	32	29	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0000924	Casey, Craig	PHS-101-4E	Astronomy	LEC	32	34	2	3	0.03	0.18	1000	\$180.00	1/14/2019	5/15/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000829	Casey, Robert	MAT-203-1F	Calculus III	LEC	32	19	-13	4	0.03	-1.56		-\$1.56	1/14/2019	5/15/2019
0000829	Casey, Robert	MAT-215-1D	Differ Equations	LEC	32	22	-10	3	0.03	-0.9		-\$0.90	1/15/2019	5/16/2019
0000829	Casey, Robert	MAT-201-2H	Calculus I	LEC	32	26	-6	5	0.03	-0.90		-\$0.90	1/14/2019	5/15/2019
0000829	Casey, Robert	MAT-105-5K	College Algebra	LEC	32	31	-1	4	0.03	-0.12		-\$0.12	1/14/2019	5/15/2019
0000829	Casey, Robert	MAT-202-1F	Calculus II	LEC	32	32	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0000794	Crockett, Janet	CHM-206-1E	Organic Chemistry II	LAB	24	7	-17	6	0.03	-3.06		-\$3.06	1/15/2019	5/16/2019
0000794	Crockett, Janet	CHM-106-1E	General Chemistry II	LEC	24	10	-14	4	0.03	-1.68		-\$1.68	1/14/2019	5/15/2019
0000794	Crockett, Janet	CHM-206-1E	Organic Chemistry II	LEC	24	7	-17	3	0.03	-1.53		-\$1.53	1/15/2019	5/16/2019
0000794	Crockett, Janet	CHM-106-1E	General Chemistry II	LAB	24	10	-14	2	0.03	-0.84		-\$0.84	1/14/2019	5/15/2019
0000917	Dominguez, Carlos	MAT-224-NR	Calculus for Business & Soc Sc	LEC	32	4	-28	4	0.03	-3.36		-\$3.36	1/14/2019	5/16/2019
0000917	Dominguez, Carlos	SCM-204-NR	Global Logistics	LEC	32	2	-30	3	0.03	-2.7		-\$2.70	1/14/2019	5/16/2019
0000917	Dominguez, Carlos	MAT-124-NR	Finite Mathematics	LEC	32	14	-18	4	0.03	-2.16		-\$2.16	1/14/2019	5/16/2019
0000917	Dominguez, Carlos	MAT-181-1L	Discrete Mathematics	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/15/2019	5/16/2019
0000917	Dominguez, Carlos	MAT-141-NR	Statistics	LEC	32	26	-6	4	0.03	-0.72		-\$0.72	1/14/2019	5/16/2019
0000917	Dominguez, Carlos	MAT-102-NR	General Education Mathematics	LEC	32	27	-5	4	0.03	-0.60		-\$0.60	1/14/2019	5/16/2019
0170558	Drury, Benjamin	SOC-201-1C	Minority Group Relations	LEC	32	20	-12	3	0.03	-1.08		-\$1.08	1/15/2019	5/16/2019
0170558	Drury, Benjamin	CSS-100-5E	College Study Seminar	LEC	32	28	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0170558	Drury, Benjamin	SOC-100-4G	Intro to Sociology	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0170558	Drury, Benjamin	SOC-100-LC	Intro to Sociology	LEC	32	32	0	3	0.03	0		\$0.00	1/14/2019	5/16/2019
0170558	Drury, Benjamin	SOC-101-1C	The Family	LEC	32	33	1	3	0.03	0.09	960	\$86.40	1/14/2019	5/15/2019
0170558	Drury, Benjamin	SOC-100-6F	Intro to Sociology	LEC	32	37	5	3	0.03	0.45	960	\$432.00	1/14/2019	5/15/2019
0195561	Dulabaum, Nina	PSY-201-1C	Social Psychology	LEC	32	25	-7	3	0.03	-0.63		-\$0.63	1/15/2019	5/16/2019
0195561	Dulabaum, Nina	PSY-101-J2	Intro to Psychology	LEC	32	28	-4	3	0.03	-0.36		-\$0.36	1/16/2019	5/22/2019
0195561	Dulabaum, Nina	PSY-101-NR	Intro to Psychology	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/16/2019
0195561	Dulabaum, Nina	PSY-215-1E	Life Span: Survey of Human Dev	LEC	32	33	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/16/2019
0195561	Dulabaum, Nina	PSY-101-4H	Intro to Psychology	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0195025	Edgar, Jason	SPE-101-22	Principles of Public Speaking	LEC	23	18	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/13/2019
0195025	Edgar, Jason	SPE-101-L2	Principles of Public Speaking	LEC	23	20	-3	3	0.03	-0.27		-\$0.27	1/17/2019	5/16/2019
0195025	Edgar, Jason	SPE-101-3F	Principles of Public Speaking	LEC	23	21	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0195025	Edgar, Jason	SPE-101-1C	Principles of Public Speaking	LEC	23	23	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0195025	Edgar, Jason	SPE-101-4H	Principles of Public Speaking	LEC	23	23	0	3	0.03	0		\$0.00	1/22/2019	5/16/2019
0000828	Fabiyi, Edith	OMT-250-H1	Integrated Office Simulation	LAB	23	5	-18	4	0.03	-2.16		-\$2.16	1/14/2019	5/13/2019
0000828	Fabiyi, Edith	OMT-127-1E	Electronic Recordkeeping	LEC	23	6	-17	3	0.03	-1.53		-\$1.53	1/15/2019	5/14/2019
0000828	Fabiyi, Edith	OMT-102-H1	Keyboarding & Doc Formatting	LEC	23	9	-14	3	0.03	-1.26		-\$1.26	1/19/2019	3/16/2019
0000828	Fabiyi, Edith	OMT-215-11	Medical Office Practices	LEC	23	11	-12	3	0.03	-1.08		-\$1.08	1/15/2019	5/14/2019
0000828	Fabiyi, Edith	ECE-130-13	Educational Technology	LEC	30	6	-24	1	0.03	-0.72		-\$0.72	1/22/2019	2/26/2019
0000828	Fabiyi, Edith	OMT-250-H1	Integrated Office Simulation	LEC	23	5	-18	1	0.03	-0.54		-\$0.54	1/14/2019	5/13/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000828	Fabiyi, Edith	OMT-140-1E	Office Orientation	LEC	23	18	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/15/2019
0000935	Gatyas, Kenton	POL-201-NR	US Natl Government	LEC	32	18	-14	3	0.03	-1.26		-\$1.26	1/14/2019	5/16/2019
0000935	Gatyas, Kenton	HIS-104-NR	Modern Western Civilization American History From	LEC	32	21	-11	3	0.03	-0.99		-\$0.99	1/14/2019	5/16/2019
0000935	Gatyas, Kenton	HIS-106-LC	1865	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/15/2019	5/16/2019
0000935	Gatyas, Kenton	PHI-201-NR	Philosophy	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/14/2019	5/16/2019
0000935	Gatyas, Kenton	HIS-105-22	American History to 1865	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/17/2019	5/16/2019
0000935	Gatyas, Kenton	HIS-103-NR	Early Western Civilization American History From	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/16/2019
0000935	Gatyas, Kenton	HIS-106-2F	1865	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0000724	Gilligan, Brian	BUS-102-3E	Managerial Accounting	LEC	32	13	-19	3	0.03	-1.71		-\$1.71	1/14/2019	5/16/2019
0000724	Gilligan, Brian	BUS-102-1F	Managerial Accounting	LEC	32	24	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0000724	Gilligan, Brian	BUS-101-3F	Financial Accounting	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0000724	Gilligan, Brian	BUS-101-2D	Financial Accounting	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000724	Gilligan, Brian	BUS-111-1E	Introduction to Business Principles of Public Speaking	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-5B	Principles of Public Speaking	LEC	23	19	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-H1	Principles of Public Speaking	LEC	23	21	-2	3	0.03	-0.18		-\$0.18	1/16/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-9E	Principles of Public Speaking	LEC	23	21	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-6C	Principles of Public Speaking	LEC	23	22	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-7D	Principles of Public Speaking	LEC	23	22	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000896	Ginley, Steven	SPE-101-KF	Principles of Public Speaking	LEC	23	23	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0189759	Green, Amy	NUR-117-C3	NUR of the Childbearing Famil	LEC	8	4	-4	0.5	0.03	-0.06		-\$0.06	1/14/2019	2/20/2019
0189759	Green, Amy	NUR-117-A3	NUR of the Childbearing Famil	LEC	8	5	-3	0.66	0.03	-0.06		-\$0.06	2/25/2019	4/8/2019
0189759	Green, Amy	NUR-117-B3	NUR of the Childbearing Famil	LEC	8	5	-3	0.5	0.03	-0.05		-\$0.05	4/9/2019	5/18/2019
0189759	Green, Amy	NUR-117-A1	NUR of the Childbearing Famil	LEC	8	7	-1	0.67	0.03	-0.02		-\$0.02	2/25/2019	4/8/2019
0189759	Green, Amy	NUR-117-B2	NUR of the Childbearing Famil	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	4/10/2019	5/18/2019
0189759	Green, Amy	NUR-117-B4	NUR of the Childbearing Famil	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	4/10/2019	5/18/2019
0189759	Green, Amy	NUR-117-B1	NUR of the Childbearing Famil	LEC	8	8	0	0.5	0.03	0.00		\$0.00	4/9/2019	5/18/2019
0189759	Green, Amy	NUR-117-C1	NUR of the Childbearing Famil	LEC	8	8	0	0.5	0.03	0.00		\$0.00	1/14/2019	2/20/2019
0189759	Green, Amy	NUR-117-C2	NUR of the Childbearing Famil	LEC	8	8	0	0.5	0.03	0		\$0.00	1/14/2019	2/20/2019
0189759	Green, Amy	NUR-117-C4	NUR of the Childbearing Famil	LEC	8	8	0	0.5	0.03	0		\$0.00	1/14/2019	2/20/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0189759	Green, Amy	NUR-117-A2	NUR of the Childbearing Famil	LEC	8	8	0	0.67	0.03	0		\$0.00	2/25/2019	4/8/2019
0189759	Green, Amy	NUR-117-A4	NUR of the Childbearing Famil	LEC	8	8	0	2	0.03	0		\$0.00	2/25/2019	4/8/2019
0000892	Grice, James	BIO-212-H2	Microbiology	LAB	18	11	-7	6	0.03	-1.26		-\$1.26	2/1/2019	5/10/2019
0000892	Grice, James	BIO-204-1B	Anatomy & Physiology II	LEC	20	17	-3	3	0.03	-0.27		-\$0.27	1/15/2019	5/16/2019
0000892	Grice, James	BIO-212-3E	Microbiology	LAB	18	17	-1	6	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000892	Grice, James	BIO-212-3E	Microbiology	LEC	18	17	-1	6	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000892	Grice, James	BIO-212-H1	Microbiology	LAB	18	17	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0000892	Grice, James	BIO-212-2E	Microbiology	LAB	18	18	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000892	Grice, James	BIO-212-2E	Microbiology	LEC	18	18	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0000892	Grice, James	BIO-203-2B	Anatomy & Physiology I	LEC	20	23	3	3	0.03	0.27	1045	\$282.15	1/14/2019	5/15/2019
0000805	Halmon, Jamie	PEC-172-G4	Advanced Physical Fitness	LAB	32	9	-23	2	0.03	-1.38		-\$1.38	1/14/2019	5/16/2019
0000805	Halmon, Jamie	PEH-102-2G	First Aid	LEC	32	22	-10	2	0.03	-0.6		-\$0.60	1/15/2019	5/16/2019
0000805	Halmon, Jamie	PEH-103-2F	Nutrition	LEC	32	23	-9	2	0.03	-0.54		-\$0.54	1/15/2019	5/16/2019
0000805	Halmon, Jamie	PEH-102-1B	First Aid	LEC	32	16	-16	1	0.03	-0.48		-\$0.48	1/15/2019	5/16/2019
0000805	Halmon, Jamie	PEH-103-5F	Nutrition	LEC	32	24	-8	2	0.03	-0.48		-\$0.48	1/14/2019	5/15/2019
0000805	Halmon, Jamie	PEH-102-4E	First Aid	LEC	32	26	-6	2	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0000805	Halmon, Jamie	PEH-102-3E	First Aid	LEC	32	27	-5	2	0.03	-0.30		-\$0.30	1/14/2019	5/15/2019
0000805	Halmon, Jamie	PEH-103-4D	Nutrition	LEC	32	27	-5	2	0.03	-0.3		-\$0.30	1/14/2019	5/15/2019
0000805	Halmon, Jamie	PEC-171-G4	Physical Fitness	LAB	32	37	5	2	0.03	0.30	960	\$288.00	1/14/2019	5/16/2019
0165694	Helmus, Sara	CHM-106-21	General Chemistry II	LEC	24	22	-2	4	0.03	-0.24		-\$0.24	1/15/2019	5/16/2019
0165694	Helmus, Sara	CHM-106-21	General Chemistry II	LAB	24	22	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0165694	Helmus, Sara	CHM-105-3F	General Chemistry I	LEC	24	26	2	1	0.03	0.06	1000	\$60.00	1/14/2019	5/15/2019
0165694	Helmus, Sara	CHM-105-2F	General Chemistry I	LAB	24	26	2	3	0.03	0.18	1000	\$180.00	1/15/2019	5/16/2019
0165694	Helmus, Sara	CHM-105-2F	General Chemistry I	LEC	24	26	2	4	0.03	0.24	1000	\$240.00	1/15/2019	5/16/2019
0060105	Jonas, David	HVA-103-11	Intermed Refrigeration	LEC	16	12	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/13/2019
0060105	Jonas, David	HVA-104-11	Intermediate Heating and A/C	LEC	16	12	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/14/2019
0060105	Jonas, David	HVA-206-11	Refrigerant Hand/EPA Review	LEC	16	12	-4	3	0.03	-0.36		-\$0.36	1/18/2019	5/10/2019
0060105	Jonas, David	HVA-103-11	Intermed Refrigeration	LAB	16	12	-4	1	0.03	-0.12		-\$0.12	1/14/2019	5/13/2019
0060105	Jonas, David	HVA-104-11	Intermediate Heating and A/C	LAB	16	12	-4	1	0.03	-0.12		-\$0.12	1/15/2019	5/14/2019
0060105	Jonas, David	HVA-204-11	Hydronic Comfort Systems	LEC	16	15	-1	3	0.03	-0.09		-\$0.09	1/16/2019	5/15/2019
0060105	Jonas, David	HVA-204-11	Hydronic Comfort Systems	LAB	16	15	-1	1	0.03	-0.03		-\$0.03	1/16/2019	5/15/2019
0000870	Kasprowicz, Michael	PHI-126-22	Introduction to Ethics	LEC	32	25	-7	3	0.03	-0.63		-\$0.63	1/17/2019	5/16/2019
0000870	Kasprowicz, Michael	HIS-103-2D	Early Western Civilization	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0000870	Kasprowicz, Michael	ANT-102-12	Intro to Cul Anthro	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/14/2019
0000870	Kasprowicz, Michael	HIS-104-1F	Modern Western Civilization	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000870	Kasprowicz, Michael	PHI-126-1C	Introduction to Ethics	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000870	Kasprowicz, Michael	ANT-101-1J	Intro to Anthropology	LEC	32	33	1	3	0.03	0.09	1045	\$94.05	1/17/2019	5/16/2019
0000870	Kasprowicz, Michael	ANT-102-2G	Intro to Cul Anthro	LEC	32	34	2	3	0.03	0.18	1045	\$188.10	1/14/2019	5/15/2019
0003157	Kelikian, Toulia	NUR-118-A1	NUR Care of Child & Family	LEC	8	5	-3	0.5	0.03	-0.05		-\$0.05	4/9/2019	5/18/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0003157	Kelikian, Toula	NUR-118-B1	NUR Care of Child & Family	LEC	8	6	-2	0.5	0.03	-0.03		-\$0.03	1/15/2019	2/16/2019
0003157	Kelikian, Toula	NUR-118-B3	NUR Care of Child & Family	LEC	8	6	-2	0.5	0.03	-0.03		-\$0.03	1/15/2019	2/16/2019
0003157	Kelikian, Toula	NUR-118-C1	NUR Care of Child & Family	LEC	8	6	-2	0.5	0.03	-0.03		-\$0.03	2/21/2019	4/6/2019
0003157	Kelikian, Toula	NUR-118-A2	NUR Care of Child & Family	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	4/9/2019	5/18/2019
0003157	Kelikian, Toula	NUR-118-B2	NUR Care of Child & Family	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	1/15/2019	2/16/2019
0003157	Kelikian, Toula	NUR-118-C2	NUR Care of Child & Family	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	2/21/2019	4/6/2019
0003157	Kelikian, Toula	NUR-118-C3	NUR Care of Child & Family	LEC	8	7	-1	0.5	0.03	-0.02		-\$0.02	2/21/2019	4/6/2019
0003157	Kelikian, Toula	NUR-118-A3	NUR Care of Child & Family	LEC	8	8	0	0.5	0.03	0.00		\$0.00	4/9/2019	5/17/2019
0003157	Kelikian, Toula	NUR-118-A4	NUR Care of Child & Family	LEC	8	8	0	0.5	0.03	0		\$0.00	4/9/2019	5/18/2019
0003157	Kelikian, Toula	NUR-118-B4	NUR Care of Child & Family	LEC	8	8	0	0.5	0.03	0		\$0.00	1/15/2019	5/9/2019
0003157	Kelikian, Toula	NUR-118-C4	NUR Care of Child & Family	LEC	8	8	0	0.5	0.03	0		\$0.00	2/21/2019	4/6/2019
0000833	Litwicki, Mark	ENG-088-KL	Basic Composition	LEC	24	24	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0000833	Litwicki, Mark	ENG-101-MF	Rhetoric I	LEC	24	24	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0000833	Litwicki, Mark	ENG-101-KD	Rhetoric I	LEC	24	24	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0194869	Manning, Bryant	ENG-082-1F	Reading & Writing I	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0194869	Manning, Bryant	ENG-102-KD	Rhetoric II	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0194869	Manning, Bryant	ENG-101-LE	Rhetoric I	LEC	24	24	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0194869	Manning, Bryant	ENG-102-JC	Rhetoric II	LEC	24	24	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000769	Mohr, Michele	ENG-088-8D	Basic Composition	LEC	24	10	-14	3	0.03	-1.26		-\$1.26	1/14/2019	5/15/2019
0000769	Mohr, Michele	ENG-102-LC	Rhetoric II	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0000769	Mohr, Michele	ENG-101-JC	Rhetoric I	LEC	24	26	2	3	0.03	0.18	1000	\$180.00	1/14/2019	5/15/2019
0000839	Moore, Linda	TPM-210-8B	Advanced Massage II	LAB	20	6	-14	3	0.03	-1.26		-\$1.26	1/19/2019	5/11/2019
0000839	Moore, Linda	HCP-130-23	Medical Terminology	LEC	30	20	-10	3	0.03	-0.90		-\$0.90	1/17/2019	5/16/2019
0000839	Moore, Linda	TPM-210-8B	Advanced Massage II	LEC	20	6	-14	2	0.03	-0.84		-\$0.84	1/19/2019	5/11/2019
0000839	Moore, Linda	TPM-100-11	Intro to Therapeutic Massage	LAB	20	5	-15	1.5	0.03	-0.68		-\$0.68	3/27/2019	5/15/2019
0000839	Moore, Linda	TPM-100-11	Intro to Therapeutic Massage	LEC	20	5	-15	0.5	0.03	-0.225		-\$0.23	3/27/2019	5/15/2019
0000839	Moore, Linda	HCP-130-13	Medical Terminology	LEC	30	29	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/14/2019
0192112	Mulvey, Irene	NUR-105-A1	Basic Nursing Assistant Traini	LAB	32	12	-20	2.87	0.03	-1.722	915	-\$1,575.63	1/15/2019	5/16/2019
0192112	Mulvey, Irene	NUR-105-A1	Basic Nursing Assistant Traini	LEC	32	12	-20	3.38	0.03	-2.03	915	-\$1,855.62	1/15/2019	5/16/2019
0192112	Mulvey, Irene	NUR-105-EC	Basic Nursing Assistant Traini	LAB	32	27	-5	2.87	0.03	-0.4305	915	-\$393.91	1/16/2019	5/18/2019
0000815	Nedza, Michael	THR-110-1F	Introduction to Theatre	LEC	32	24	-8	3	0.03	-0.72		-\$0.72	1/14/2019	5/15/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000815	Nedza, Michael	HUM-150-1B	Humanities Through the Arts	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0000815	Nedza, Michael	HUM-150-3G	Humanities Through the Arts	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000815	Nedza, Michael	SPE-101-LC	Principles of Public Speaking	LEC	23	23	0	3	0.03	0		\$0.00	1/14/2019	5/16/2019
0000815	Nedza, Michael	SPE-101-JE	Principles of Public Speaking	LEC	23	25	2	3	0.03	0.18	1045	\$188.10	1/14/2019	5/15/2019
0195021	Ostojic, Gordana	PHY-102-1B	General Physics II	LEC	32	11	-21	4	0.03	-2.52		-\$2.52	1/14/2019	5/16/2019
0195021	Ostojic, Gordana	PHY-102-1B	General Physics II	LAB	32	11	-21	3	0.03	-1.89		-\$1.89	1/14/2019	5/16/2019
0195021	Ostojic, Gordana	PHY-100-1G	Fundamentals of Physics	LAB	32	14	-18	3	0.03	-1.62		-\$1.62	1/15/2019	5/16/2019
0195021	Ostojic, Gordana	PHY-100-1G	Fundamentals of Physics	LEC	32	14	-18	2	0.03	-1.08		-\$1.08	1/15/2019	5/16/2019
0195021	Ostojic, Gordana	PHS-101-5G	Astronomy	LEC	32	28	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/15/2019
0000747	Paez, Elizabeth	MAT-086-5F	Intermed Algebra-Part II	LEC	32	29	-3	2	0.03	-0.18		-\$0.18	3/12/2019	5/16/2019
0000747	Paez, Elizabeth	MAT-080-5H	Mathematics Fundamentals	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000747	Paez, Elizabeth	MAT-084-5D	Elementary Algebra-Part II	LEC	32	30	-2	2	0.03	-0.12		-\$0.12	3/12/2019	5/16/2019
0000747	Paez, Elizabeth	MAT-085-5F	Intermed Algebra-Part I	LEC	32	30	-2	2	0.03	-0.12		-\$0.12	1/14/2019	3/7/2019
0000747	Paez, Elizabeth	MAT-083-5D	Elementary Algebra-Part I	LEC	32	32	0	2	0.03	0.00		\$0.00	1/14/2019	3/7/2019
0000747	Paez, Elizabeth	MAT-084-6G	Elementary Algebra-Part II	LEC	32	32	0	2	0.03	0		\$0.00	3/12/2019	5/16/2019
0000747	Paez, Elizabeth	MAT-083-6G	Elementary Algebra-Part I	LEC	32	33	1	2	0.03	0.06	960	\$57.60	1/14/2019	3/7/2019
0000747	Paez, Elizabeth	MAT-105-1C	College Algebra	LEC	32	35	3	4	0.03	0.36	960	\$345.60	1/14/2019	5/16/2019
0002913	Pearson, Dennis	BIO-152-1C	Anatomy & Physiology (therapie	LAB	16	16	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0002913	Pearson, Dennis	BIO-152-1C	Anatomy & Physiology (therapie	LEC	16	16	0	4	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0002913	Pearson, Dennis	BIO-204-2F	Anatomy & Physiology II	LEC	20	24	4	3	0.03	0.36	1000	\$360.00	1/15/2019	5/16/2019
0002913	Pearson, Dennis	BIO-203-1B	Anatomy & Physiology I	LEC	20	25	5	3	0.03	0.45	1000	\$450.00	1/15/2019	5/16/2019
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship	LAB	30	5	-25	3	0.03	-2.25		-\$2.25	1/15/2019	5/14/2019
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship	LEC	30	5	-25	3	0.03	-2.25		-\$2.25	1/15/2019	5/14/2019
0000820	Pencheva, Tsonka	ECE-203-1J	Emerging Literacy in Children	LEC	30	9	-21	3	0.03	-1.89		-\$1.89	1/17/2019	5/16/2019
0000820	Pencheva, Tsonka	ECE-101-1F	Observ & Assessment / Children	LEC	30	14	-16	3	0.03	-1.44		-\$1.44	1/15/2019	5/16/2019
0000820	Pencheva, Tsonka	ECE-115-11	Family, School & Community	LEC	30	16	-14	3	0.03	-1.26		-\$1.26	1/17/2019	5/16/2019
0000820	Pencheva, Tsonka	ECE-105-1E	Health & Nutrition for Child	LEC	30	16	-14	3	0.03	-1.26		-\$1.26	1/14/2019	5/15/2019
0000820	Pencheva, Tsonka	ECE-110-1J	Intro to Early Childhood Ed	LEC	30	18	-12	3	0.03	-1.08		-\$1.08	1/14/2019	5/13/2019
0000820	Pencheva, Tsonka	ECE-115-2C	Family, School & Community	LEC	30	18	-12	3	0.03	-1.08		-\$1.08	1/15/2019	5/16/2019
0000820	Pencheva, Tsonka	ECE-125-1E	The Exceptional Child	LEC	30	20	-10	3	0.03	-0.90		-\$0.90	1/15/2019	5/16/2019
0194866	Ploszaj, Randi	ENG-086-7E	Reading & Writing III	LEC	24	17	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0194866	Ploszaj, Randi	ENG-102-3C	Rhetoric II	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0194866	Ploszaj, Randi	ENG-086-52	Reading & Writing III	LEC	24	24	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0194866	Ploszaj, Randi	ENG-102-6E	Rhetoric II	LEC	24	24	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0160605	Primm, Rebecca	ART-130-1D	Introduction to Digital Art	LEC	32	12	-20	6	0.03	-3.6		-\$3.60	1/14/2019	5/15/2019
0160605	Primm, Rebecca	ART-213-1C	Ceramics II	LAB	16	3	-13	6	0.03	-2.34		-\$2.34	1/15/2019	5/16/2019
0160605	Primm, Rebecca	ART-117-1J	Digital Photography	LAB	16	12	-4	6	0.03	-0.72		-\$0.72	1/14/2019	5/15/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0160605	Primm, Rebecca	ART-113-1C	Ceramics I	LAB	16	10	-6	3	0.03	-0.54		-\$0.54	1/15/2019	5/16/2019
0160605	Primm, Rebecca	ART-102-1F	3-D Fundamentals	LAB	16	15	-1	6	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0195558	Pulaski, Andrew	LAW-204-31	Criminal Law	LEC	32	17	-15	3	0.03	-1.35		-\$1.35	1/16/2019	5/15/2019
0195558	Pulaski, Andrew	LAW-202-11	Juvenile Delinquency	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/15/2019	5/14/2019
0195558	Pulaski, Andrew	LAW-204-1F	Criminal Law	LEC	32	32	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0195558	Pulaski, Andrew	LAW-105-1C	Administration of Justice	LEC	32	34	2	3	0.03	0.18	1000	\$180.00	1/15/2019	5/16/2019
0156449	Raymond, Mary	PHT-117-2B	Patient Mgt Ii: Tests & Measrm	LAB	14	9	-5	3	0.03	-0.45		-\$0.45	1/18/2019	5/15/2019
0156449	Raymond, Mary	PHT-124-1G	Introduction to Clinical Ed	LEC	25	21	-4	1.5	0.03	-0.18		-\$0.18	1/14/2019	5/13/2019
0156449	Raymond, Mary	PHT-117-2B	Patient Mgt Ii: Tests & Measrm	LEC	14	9	-5	1	0.03	-0.15		-\$0.15	1/18/2019	5/15/2019
0156449	Raymond, Mary	PHT-124-1G	Introduction to Clinical Ed	LAB	25	21	-4	1	0.03	-0.12		-\$0.12	1/14/2019	5/13/2019
0156449	Raymond, Mary	PHT-224-H1	PO2: Professional Issues in P	LEC	25	25	0	2	0.03	0		\$0.00	1/16/2019	5/16/2019
0156449	Raymond, Mary	PHT-225-H1	Clinical Affiliations II	LAB	25	25	0	6	0.03	0.00		\$0.00	1/14/2019	5/16/2019
0000726	Reft, Jennifer	PHT-115-2B	Fundamentals of Kinesiology II	LEC	14	9	-5	4	0.03	-0.60		-\$0.60	1/14/2019	5/15/2019
0000726	Reft, Jennifer	PHT-101-NR	Medical Terminology/Clinicians	LEC	16	8	-8	2	0.03	-0.48		-\$0.48	1/14/2019	5/16/2019
0000726	Reft, Jennifer	PHT-115-1B	Fundamentals of Kinesiology II	LAB	14	13	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/14/2019
0000726	Reft, Jennifer	PHT-115-1B	Fundamentals of Kinesiology II	LEC	14	13	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/14/2019
0000726	Reft, Jennifer	PHT-220-H1	Adv. Physical Therapy Techniqu	LEC	18	25	7	3	0.03	0.63	1045	\$658.35	1/15/2019	5/16/2019
0056628	Roman, Daniel	ART-205-1F	Painting II	LAB	16	3	-13	5.7	0.03	-2.22		-\$2.22	1/14/2019	5/15/2019
0056628	Roman, Daniel	ART-104-1C	Drawing II	LAB	16	6	-10	6	0.03	-1.8		-\$1.80	1/15/2019	5/16/2019
0056628	Roman, Daniel	ART-103-2C	Drawing I	LAB	16	10	-6	6	0.03	-1.08		-\$1.08	1/15/2019	5/16/2019
0056628	Roman, Daniel	ART-103-1J	Drawing I	LAB	16	10	-6	6	0.03	-1.08		-\$1.08	1/14/2019	5/15/2019
0056628	Roman, Daniel	ART-105-1F	Painting I	LAB	16	10	-6	3	0.03	-0.54		-\$0.54	1/14/2019	5/16/2019
0056628	Roman, Daniel	ART-203-1C	Figure Drawing I	LAB	16	16	0	6	0.03	0		\$0.00	1/14/2019	5/15/2019
0165693	Romero Yuste, Maria	SPN-130-1E	Spanish for Heritage Speakers	LEC	25	12	-13	4	0.03	-1.56		-\$1.56	1/14/2019	5/15/2019
0165693	Romero Yuste, Maria	SPN-102-1C	Beginning Spanish II	LEC	25	12	-13	4	0.03	-1.56		-\$1.56	1/15/2019	5/16/2019
0165693	Romero Yuste, Maria	SPN-101-2G	Beginning Spanish I	LEC	25	13	-12	4	0.03	-1.44		-\$1.44	1/14/2019	5/15/2019
0165693	Romero Yuste, Maria	SPN-215-1E	Spanish Conversation & Composi	LEC	25	17	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0165693	Romero Yuste, Maria	HUM-154-2H	Latin American Culture	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0165693	Romero Yuste, Maria	SPN-202-1C	Intermediate Spanish II	LEC	25	24	-1	4	0.03	-0.12		-\$0.12	1/14/2019	5/15/2019
0165693	Romero Yuste, Maria	HUM-154-1F	Latin American Culture	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0197705	Russo Neri, Trisha	MAT-085-65	Intermed Algebra-Part I	LEC	32	11	-21	2	0.03	-1.26		-\$1.26	1/15/2019	3/7/2019
0197705	Russo Neri, Trisha	MAT-105-42	College Algebra	LEC	32	24	-8	4	0.03	-0.96		-\$0.96	1/15/2019	5/16/2019
0197705	Russo Neri, Trisha	MAT-086-65	Intermed Algebra-Part II	LEC	32	9	-23	1	0.03	-0.69		-\$0.69	3/12/2019	5/16/2019
0197705	Russo Neri, Trisha	MAT-086-2E	Intermed Algebra-Part II	LEC	32	24	-8	2	0.03	-0.48		-\$0.48	3/12/2019	5/16/2019
0197705	Russo Neri, Trisha	MAT-086-4K	Intermed Algebra-Part II	LEC	32	26	-6	2	0.03	-0.36		-\$0.36	3/12/2019	5/16/2019
0197705	Russo Neri, Trisha	MAT-085-4K	Intermed Algebra-Part I	LEC	32	27	-5	2	0.03	-0.3		-\$0.30	1/15/2019	3/7/2019
0197705	Russo Neri, Trisha	MAT-085-2E	Intermed Algebra-Part I	LEC	32	29	-3	2	0.03	-0.18		-\$0.18	1/14/2019	3/7/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0197693	Sanchez, Alejandro	MAT-085-82	Intermed Algebra-Part I	LEC	32	12	-20	2	0.03	-1.2		-\$1.20	1/15/2019	3/7/2019
0197693	Sanchez, Alejandro	MAT-083-2H	Elementary Algebra-Part I	LEC	32	18	-14	2	0.03	-0.84		-\$0.84	1/14/2019	3/7/2019
0197693	Sanchez, Alejandro	MAT-084-2H	Elementary Algebra-Part II	LEC	32	20	-12	2	0.03	-0.72		-\$0.72	3/12/2019	5/16/2019
0197693	Sanchez, Alejandro	MAT-086-82	Intermed Algebra-Part II	LEC	32	9	-23	1	0.03	-0.69		-\$0.69	3/12/2019	5/16/2019
0197693	Sanchez, Alejandro	MAT-083-92	Elementary Algebra-Part I	LEC	32	21	-11	2	0.03	-0.66		-\$0.66	1/14/2019	3/6/2019
0197693	Sanchez, Alejandro	MAT-084-92	Elementary Algebra-Part II	LEC	32	23	-9	2	0.03	-0.54		-\$0.54	3/13/2019	5/15/2019
0197693	Sanchez, Alejandro	MAT-083-8K	Elementary Algebra-Part I	LEC	32	25	-7	2	0.03	-0.42		-\$0.42	1/14/2019	3/6/2019
0197693	Sanchez, Alejandro	MAT-084-8K	Elementary Algebra-Part II	LEC	32	26	-6	2	0.03	-0.36		-\$0.36	3/13/2019	5/15/2019
0000907	Sanchez, Luis	EGR-110-1G	Engineering Graphics I	LEC	22	2	-20	5	0.03	-3.00		-\$3.00	1/15/2019	5/16/2019
0000907	Sanchez, Luis	EGR-111-1L	Engineer Graphics II	LEC	22	2	-20	5	0.03	-3		-\$3.00	1/14/2019	5/15/2019
0000907	Sanchez, Luis	CAD-101-1D	Fundamentals of Drafting	LAB	18	8	-10	5	0.03	-1.5		-\$1.50	1/15/2019	5/16/2019
0000907	Sanchez, Luis	CAD-101-1D	Fundamentals of Drafting	LEC	18	8	-10	5	0.03	-1.50		-\$1.50	1/15/2019	5/16/2019
0000907	Sanchez, Luis	CAD-100-1B	Autocad Fundamentals	LAB	18	9	-9	5	0.03	-1.35		-\$1.35	1/15/2019	5/16/2019
0000907	Sanchez, Luis	CAD-100-1B	Autocad Fundamentals	LEC	18	9	-9	5	0.03	-1.35		-\$1.35	1/15/2019	5/16/2019
0000907	Sanchez, Luis	CAD-102-1G	Descriptive Geometry	LEC	18	11	-7	5	0.03	-1.05		-\$1.05	1/15/2019	5/16/2019
0000907	Sanchez, Luis	CAD-100-EC	Autocad Fundamentals	LAB	18	7	-11	2.78	0.03	-0.9174		-\$0.92	1/28/2019	5/16/2019
0000907	Sanchez, Luis	CAD-100-EC	Autocad Fundamentals	LEC	18	7	-11	2	0.03	-0.66		-\$0.66	1/28/2019	5/16/2019
0000907	Sanchez, Luis	CAD-104-1L	Assembly Drawings	LAB	18	11	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0000907	Sanchez, Luis	CAD-104-1L	Assembly Drawings	LEC	18	11	-7	2	0.03	-0.42		-\$0.42	1/14/2019	5/15/2019
0000907	Sanchez, Luis	CAD-215-1L	3D Modeling	LAB	24	22	-2	3	0.03	-0.18		-\$0.18	1/18/2019	5/10/2019
0000907	Sanchez, Luis	CAD-215-1L	3D Modeling	LEC	24	22	-2	2	0.03	-0.12		-\$0.12	1/18/2019	5/10/2019
0000907	Sanchez, Luis	CAD-205-15	Mechanical Design	LAB	24	23	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000907	Sanchez, Luis	CAD-205-15	Mechanical Design	LEC	24	23	-1	2	0.03	-0.06		-\$0.06	1/14/2019	5/15/2019
0000737	Sarther, Diane	NUR-216-A1	Adult Health Nursing	LEC	8	7	-1	0.88	0.03	-0.0264		-\$0.03	1/15/2019	4/12/2019
0000737	Sarther, Diane	NUR-216-A2	Adult Health Nursing	LEC	8	7	-1	0.88	0.03	-0.03		-\$0.03	1/15/2019	4/12/2019
0000737	Sarther, Diane	NUR-216-A3	Adult Health Nursing	LEC	8	7	-1	0.88	0.03	-0.0264		-\$0.03	1/15/2019	4/12/2019
0000737	Sarther, Diane	NUR-216-A4	Adult Health Nursing	LEC	8	7	-1	0.86	0.03	-0.03		-\$0.03	1/15/2019	4/12/2019
0000737	Sarther, Diane	NUR-218-A1	Nursing Synthesis	LEC	28	28	0	3	0.03	0		\$0.00	1/15/2019	5/14/2019
0002668	Sedaie, Behrooz	ECO-101-4F	Principles of Economics I	LEC	32	13	-19	3	0.03	-1.71		-\$1.71	1/14/2019	5/15/2019
0002668	Sedaie, Behrooz	ECO-101-3E	Principles of Economics I	LEC	32	18	-14	3	0.03	-1.26		-\$1.26	1/14/2019	5/15/2019
0002668	Sedaie, Behrooz	ECO-101-1E	Principles of Economics I	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019
0002668	Sedaie, Behrooz	ECO-102-2C	Principles of Economics II	LEC	32	24	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0002668	Sedaie, Behrooz	ECO-101-22	Principles of Economics I	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/15/2019	5/14/2019
0000731	Seo, Kymberly	BIO-212-H2	Microbiology	LEC	18	11	-7	6	0.03	-1.26		-\$1.26	2/1/2019	5/10/2019
0000731	Seo, Kymberly	BIO-204-NR	Anatomy & Physiology II	LEC	20	17	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/16/2019
0000731	Seo, Kymberly	BIO-212-H1	Microbiology	LEC	18	17	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0000731	Seo, Kymberly	BIO-212-H3	Microbiology	LEC	18	17	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000731	Seo, Kymberly	BIO-204-H1	Anatomy & Physiology II	LEC	20	20	0	3	0.03	0.00		\$0.00	1/14/2019	5/13/2019
0000731	Seo, Kymberly	BIO-203-H2	Anatomy & Physiology I	LEC	20	23	3	3	0.03	0.27	1045	\$282.15	1/14/2019	5/13/2019
0000731	Seo, Kymberly	BIO-203-H1	Anatomy & Physiology I	LEC	20	27	7	3	0.03	0.63	1045	\$658.35	1/15/2019	5/14/2019
0197678	Skurski, Katherine	NUR-216-B6	Adult Health Nursing	LEC	6	6	0	0.6	0.03	0.00		\$0.00	1/14/2019	4/10/2019
0197678	Skurski, Katherine	NUR-216-B2	Adult Health Nursing	LEC	6	6	0	0.58	0.03	0.00		\$0.00	1/14/2019	4/11/2019
0197678	Skurski, Katherine	NUR-216-B3	Adult Health Nursing	LEC	6	6	0	0.58	0.03	0		\$0.00	1/14/2019	4/11/2019
0197678	Skurski, Katherine	NUR-216-B4	Adult Health Nursing	LEC	6	6	0	0.58	0.03	0.00		\$0.00	1/14/2019	4/10/2019
0197678	Skurski, Katherine	NUR-216-B5	Adult Health Nursing	LEC	6	6	0	0.58	0.03	0		\$0.00	1/14/2019	4/10/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0197678	Skurski, Katherine	NUR-216-B1	Adult Health Nursing	LEC	6	7	1	0.58	0.03	0.0174	960	\$16.70	1/14/2019	4/10/2019
0197678	Skurski, Katherine	NUR-218-B1	Nursing Synthesis	LEC	28	28	0	1	0.03	0		\$0.00	1/14/2019	5/15/2019
0003089	Sleeth, Bradley	GEL-101-2J	Physical Geology	LAB	32	28	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/15/2019
0003089	Sleeth, Bradley	GEL-101-2J	Physical Geology	LEC	32	28	-4	2	0.03	-0.24		-\$0.24	1/14/2019	5/15/2019
0003089	Sleeth, Bradley	PHS-101-3F	Astronomy	LEC	32	30	-2	0	0.03	0		\$0.00	1/15/2019	5/16/2019
0003089	Sleeth, Bradley	GEL-101-1B	Physical Geology	LEC	32	32	0	2	0.03	0		\$0.00	1/15/2019	5/16/2019
0003089	Sleeth, Bradley	PHS-101-2E	Astronomy	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0003089	Sleeth, Bradley	GEL-101-1B	Physical Geology	LAB	32	32	0	4	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0000939	Sonnier, Celeste	ENG-088-4H	Basic Composition	LEC	24	9	-15	3	0.03	-1.35		-\$1.35	1/14/2019	5/16/2019
0000939	Sonnier, Celeste	ENG-101-NG	Rhetoric I	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0000939	Sonnier, Celeste	ENG-102-LE	Rhetoric II	LEC	24	25	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/15/2019
0000939	Sonnier, Celeste	ENG-102-MF	Rhetoric II	LEC	24	25	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/15/2019
0000943	Spaniol, Scott	MAT-215-EC	Differ Equations	LEC	32	12	-20	3	0.03	-1.8		-\$1.80	1/14/2019	5/16/2019
0000943	Spaniol, Scott	MAT-105-2D	College Algebra	LEC	32	21	-11	4	0.03	-1.32		-\$1.32	1/14/2019	5/16/2019
0000943	Spaniol, Scott	MAT-201-1E	Calculus I	LEC	32	14	-18	0	0.03	0.00		\$0.00	1/14/2019	5/16/2019
0000943	Spaniol, Scott	MAT-102-1B	General Education Mathematics	LEC	32	35	3	4	0.03	0.36	1000	\$360.00	1/14/2019	5/16/2019
0000943	Spaniol, Scott	MAT-141-1F	Statistics	LEC	32	35	3	4	0.03	0.36	1000	\$360.00	1/14/2019	5/16/2019
0160304	Stanukinas, Melissa	BIO-212-42	Microbiology	LAB	18	15	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0160304	Stanukinas, Melissa	BIO-212-42	Microbiology	LEC	18	15	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0160304	Stanukinas, Melissa	BIO-102-4C	Introduction to Biology	LAB	20	18	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0160304	Stanukinas, Melissa	BIO-102-61	Introduction to Biology	LAB	20	20	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0160304	Stanukinas, Melissa	BIO-102-61	Introduction to Biology	LEC	20	20	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0000761	Styer, Audrey	CIS-102-2L	Career Essentials for CIS	LEC	20	14	-6	3	0.03	-0.54		-\$0.54	1/15/2019	5/16/2019
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	LAB	20	17	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/16/2019
0000761	Styer, Audrey	CIS-102-1E	Career Essentials for CIS	LEC	20	17	-3	2	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	LEC	20	17	-3	2	0.03	-0.18		-\$0.18	1/14/2019	5/16/2019
0000761	Styer, Audrey	CPS-111-NR2	Business Computer Systems	LEC	20	14	-6	0	0.03	0		\$0.00	2/11/2019	5/16/2019
0000761	Styer, Audrey	CPS-111-H3	Business Computer Systems	LEC	20	20	0	2	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0000761	Styer, Audrey	CPS-111-H3	Business Computer Systems	LAB	20	20	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0000897	Sykora, Donald	ATM-204-1G	Advanced Elec Syst & Accessori	LAB	16	11	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/15/2019
0000897	Sykora, Donald	ATM-204-1G	Advanced Elec Syst & Accessori	LEC	16	11	-5	2	0.03	-0.30		-\$0.30	1/14/2019	5/15/2019
0000897	Sykora, Donald	ATM-102-1C	Fuel Sys and Emission Controls	LEC	16	13	-3	2	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000897	Sykora, Donald	ATM-202-1C	Automotive Electrical Systems	LAB	16	15	-1	6	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0000897	Sykora, Donald	ATM-202-1C	Automotive Electrical Systems	LEC	16	15	-1	2	0.03	-0.06		-\$0.06	1/15/2019	5/16/2019
0000897	Sykora, Donald	ATM-221-1C	Automotive Service II	LAB	16	5	-11	0	0.03	0		\$0.00	1/18/2019	5/10/2019
0000897	Sykora, Donald	ATM-221-1C	Automotive Service II	LEC	16	5	-11	0	0.03	0.00		\$0.00	1/18/2019	5/10/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000897	Sykora, Donald	ATM-102-1C	Fuel Sys and Emission Controls	LAB	16	13	-3	0	0.03	0		\$0.00	1/14/2019	5/15/2019
0194864	Tomchek, Ryan	MAT-083-3D	Elementary Algebra-Part I	LEC	32	2	-30	2	0.03	-1.8		-\$1.80	3/12/2019	5/16/2019
0194864	Tomchek, Ryan	MAT-083-4C	Elementary Algebra-Part I	LEC	32	21	-11	2	0.03	-0.66		-\$0.66	1/14/2019	3/7/2019
0194864	Tomchek, Ryan	MAT-084-4C	Elementary Algebra-Part II	LEC	32	24	-8	2	0.03	-0.48		-\$0.48	3/12/2019	5/16/2019
0194864	Tomchek, Ryan	MAT-102-4E	General Education Mathematics	LEC	32	31	-1	4	0.03	-0.12		-\$0.12	1/14/2019	5/16/2019
0194864	Tomchek, Ryan	MAT-102-5G	General Education Mathematics	LEC	32	31	-1	4	0.03	-0.12		-\$0.12	1/14/2019	5/16/2019
0194864	Tomchek, Ryan	MAT-110-2J	College Trig	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/16/2019
0194864	Tomchek, Ryan	MAT-086-3D	Intermed Algebra-Part II	LEC	32	11	-21	0	0.03	0.00		\$0.00	1/14/2019	3/7/2019
0195020	Walker, K Russell	NUR-116-C3	Mental Health Nursing	LEC	8	4	-4	0.5	0.03	-0.06		-\$0.06	4/9/2019	5/15/2019
0195020	Walker, K Russell	NUR-116-A3	Mental Health Nursing	LEC	8	5	-3	0.5	0.03	-0.05		-\$0.05	1/15/2019	2/14/2019
0195020	Walker, K Russell	NUR-116-B3	Mental Health Nursing	LEC	8	5	-3	0.5	0.03	-0.05		-\$0.05	2/21/2019	4/4/2019
0195020	Walker, K Russell	NUR-116-A1	Mental Health Nursing	LEC	8	7	-1	0.5	0.03	-0.02		-\$0.02	1/14/2019	2/16/2019
0195020	Walker, K Russell	NUR-116-B2	Mental Health Nursing	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	2/21/2019	4/3/2019
0195020	Walker, K Russell	NUR-116-B4	Mental Health Nursing	LEC	8	7	-1	0.5	0.03	-0.015		-\$0.02	2/21/2019	4/5/2019
0195020	Walker, K Russell	NUR-116-A2	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0		\$0.00	1/14/2019	2/16/2019
0195020	Walker, K Russell	NUR-116-A4	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0		\$0.00	1/14/2019	2/15/2019
0195020	Walker, K Russell	NUR-116-B1	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0.00		\$0.00	2/21/2019	4/6/2019
0195020	Walker, K Russell	NUR-116-C1	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0.00		\$0.00	4/9/2019	5/18/2019
0195020	Walker, K Russell	NUR-116-C2	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0		\$0.00	4/9/2019	5/18/2019
0195020	Walker, K Russell	NUR-116-C4	Mental Health Nursing	LEC	8	8	0	0.5	0.03	0		\$0.00	4/9/2019	5/17/2019
0000868	Walley, Cynthia	BUS-253-1G	Successful Career & Life Stra	LEC	32	6	-26	2	0.03	-1.56		-\$1.56	1/16/2019	5/15/2019
0000868	Walley, Cynthia	BUS-253-2L	Successful Career & Life Stra	LEC	32	6	-26	2	0.03	-1.56		-\$1.56	1/14/2019	5/13/2019
0000868	Walley, Cynthia	OMT-253-2L	Successful Career & Life Stra	LEC	23	3	-20	2	0.03	-1.2		-\$1.20	1/14/2019	5/13/2019
0000868	Walley, Cynthia	CIS-253-1G	Successful Career & Life Stra	LEC	20	3	-17	2	0.03	-1.02		-\$1.02	1/16/2019	5/15/2019
0000868	Walley, Cynthia	CIS-253-2L	Successful Career & Life Stra	LEC	20	5	-15	2	0.03	-0.9		-\$0.90	1/14/2019	5/13/2019
0000868	Walley, Cynthia	ATM-253-1G	Successful Career & Life Stra	LEC	16	2	-14	2	0.03	-0.84		-\$0.84	1/16/2019	5/15/2019
0000868	Walley, Cynthia	ATM-253-2L	Successful Career & Life Stra	LEC	16	4	-12	2	0.03	-0.72		-\$0.72	1/14/2019	5/13/2019
0000868	Walley, Cynthia	CIS-121-NR	Data Base Management	LAB	20	15	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/16/2019
0000868	Walley, Cynthia	CIS-121-NR	Data Base Management	LEC	20	15	-5	2	0.03	-0.3		-\$0.30	1/14/2019	5/16/2019
0000868	Walley, Cynthia	CAD-253-1G	Successful Career & Life Stra	LEC	18	3	-15	0	0.03	0.00		\$0.00	1/16/2019	5/15/2019
0000868	Walley, Cynthia	CAD-253-2L	Successful Career & Life Stra	LEC	18	3	-15	0	0.03	0		\$0.00	1/14/2019	5/13/2019
0000868	Walley, Cynthia	CPS-122-H1	Multimedia Applications	LEC	20	6	-14	0	0.03	0		\$0.00	1/15/2019	5/14/2019
0000868	Walley, Cynthia	CIS-116-H1	Intro to HTML Coding	LAB	20	16	-4	0	0.03	0.00		\$0.00	1/16/2019	5/15/2019
0000868	Walley, Cynthia	CIS-116-H1	Intro to HTML Coding	LEC	20	16	-4	0	0.03	0		\$0.00	1/16/2019	5/15/2019
0000868	Walley, Cynthia	CPS-101-NR	Informational Technology	LEC	20	20	0	1	0.03	0.00	1000	\$0.00	1/14/2019	5/16/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0000868	Walley, Cynthia	CPS-111-H4	Business Computer Systems	LEC	20	21	1	2	0.03	0.06	1000	\$60.00	1/14/2019	5/15/2019
0000868	Walley, Cynthia	CPS-111-H4	Business Computer Systems	LAB	20	21	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/15/2019
0013245	Warren, John	MUS-100-4B	Music Appreciation	LEC	25	24	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0013245	Warren, John	MUS-133-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-161-1R	Private Applied Piano Non-Majo	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-163-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-168-1R	Private Applied Strings Major	LEC	25	1	-24	0	0.03	0.00		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-169-1R	Private Applied Strings Non-Ma	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-263-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-138-1R	Private Applied Strings Major	LEC	25	2	-23	0	0.03	0.00		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-139-1R	Private Applied Strings Non-Ma	LEC	25	2	-23	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-130-1R	Private Applied Piano Music Ma	LEC	25	3	-22	0	0.03	0.00		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-134-1R	Private Applied Guitar Music M	LEC	25	6	-19	0	0.03	0.00		\$0.00	1/18/2019	5/16/2019
0013245	Warren, John	MUS-100-LC	Music Appreciation	LEC	25	24	-1	0	0.03	0		\$0.00	1/15/2019	5/16/2019
0013245	Warren, John	MUS-108-NR	World Music Survey	LEC	25	27	2	3	0.03	0.18	960	\$172.80	1/14/2019	5/16/2019
0013245	Warren, John	MUS-100-NR	Music Appreciation	LEC	25	28	3	3	0.03	0.27	960	\$259.20	1/14/2019	5/16/2019
0013245	Warren, John	MUS-106-NR	Trends Modern American Music	LEC	25	30	5	3	0.03	0.45	960	\$432.00	1/14/2019	5/16/2019
0013245	Warren, John	MUS-108-1F	World Music Survey	LEC	25	28	3	3	0.03	0.27	960	\$259.20	1/15/2019	5/16/2019
0190102	Windham, Brandie	MAT-105-3G	College Algebra	LEC	32	18	-14	4	0.03	-1.68		-\$1.68	1/14/2019	5/16/2019
0190102	Windham, Brandie	MAT-105-NR	College Algebra	LEC	32	21	-11	4	0.03	-1.32		-\$1.32	1/14/2019	5/16/2019
0190102	Windham, Brandie	MAT-102-CR	General Education Mathematics	LEC	32	24	-8	4	0.03	-0.96		-\$0.96	1/14/2019	5/16/2019
0190102	Windham, Brandie	MAT-083-LC	Elementary Algebra-Part I	LEC	32	14	-18	1	0.03	-0.54		-\$0.54	1/14/2019	3/7/2019
0190102	Windham, Brandie	MAT-085-CR	Intermed Algebra-Part I	LEC	32	24	-8	2	0.03	-0.48		-\$0.48	1/15/2019	5/16/2019
0190102	Windham, Brandie	MAT-084-LC	Elementary Algebra-Part II	LEC	32	15	-17	0	0.03	0		\$0.00	3/12/2019	5/16/2019
0000736	Wood, Robert	PSY-202-1F	Abnormal Psychology	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0000736	Wood, Robert	PSY-101-6D	Intro to Psychology	LEC	32	33	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/15/2019
0000736	Wood, Robert	PSY-215-3H	Life Span: Survey of Human Dev	LEC	32	33	1	3	0.03	0.09	1000	\$90.00	1/14/2019	5/15/2019
0000736	Wood, Robert	PSY-101-3E	Intro to Psychology	LEC	32	34	2	3	0.03	0.18	1000	\$180.00	1/15/2019	5/16/2019
0000813	Zukauskas, Karolis	ENG-088-5H	Basic Composition	LEC	24	10	-14	3	0.03	-1.26		-\$1.26	1/15/2019	5/16/2019
0000813	Zukauskas, Karolis	ENG-101-5E	Rhetoric I	LEC	24	20	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0000813	Zukauskas, Karolis	ENG-088-9E	Basic Composition	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0000813	Zukauskas, Karolis	ENG-102-NR	Rhetoric II	LEC	24	19	-5	0	0.03	0.00		\$0.00	1/14/2019	5/16/2019
0000813	Zukauskas, Karolis	ENG-101-7F	Rhetoric I	LEC	24	24	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019

2019 Spring Faculty Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/ Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
											Total	\$16,902.90		

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0003069	Alexandru, Vica	MAT-110-1L	College Trig	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/14/2019	5/15/2019
0165928	Andujar, Rey	HUM-154-52	Latin American Culture	LEC	32	25	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/13/2019
0156009	Arias, Olga	ENG-102-2B	Rhetoric II	LEC	24	21	-3	3	0.03	-0.27		-\$0.27	1/15/2019	5/16/2019
0156009	Arias, Olga	ENG-102-7E	Rhetoric II	LEC	24	24	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0156009	Arias, Olga	HUM-151-1F	Humanities: History & Philosop	LEC	32	32	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0003071	Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	LAB	20	20	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0003071	Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	LEC	20	20	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0002972	Baker, Chris	PSY-215-22	Life Span: Survey of Human Dev	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/14/2019
0002972	Baker, Chris	PSY-215-42	Life Span: Survey of Human Dev	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/16/2019	5/15/2019
0003075	Behling, William	BUS-208-1F	Prin of Management	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/14/2019	5/15/2019
0003075	Behling, William	BUS-111-32	Introduction to Business	LEC	32	17	-15	3	0.03	-1.35		-\$1.35	1/16/2019	5/15/2019
0003075	Behling, William	BUS-111-2D	Introduction to Business	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/14/2019	5/15/2019
0003082	Bondlow, Fred	BUS-102-22	Managerial Accounting	LEC	32	8	-24	3	0.03	-2.16		-\$2.16	1/16/2019	5/15/2019
0003082	Bondlow, Fred	BUS-203-12	Intermediate Accounting II	LEC	32	14	-18	3	0.03	-1.62		-\$1.62	1/17/2019	5/16/2019
0000757	Boodoosingh, Savitri	MAT-102-32	General Education Mathematics	LEC	32	6	-26	4	0.03	-3.12		-\$3.12	2/11/2019	5/15/2019
0000757	Boodoosingh, Savitri	MAT-102-2K	General Education Mathematics	LEC	32	19	-13	4	0.03	-1.56		-\$1.56	1/14/2019	5/15/2019
0157079	Brasher, Stephen	ENG-101-Q2	Rhetoric I	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/16/2019	5/15/2019
0175368	Brink, Marilyn	ECE-220-H1	Young Child As Scientist	LEC	30	10	-20	1	0.03	-0.60		-\$0.60	3/2/2019	3/16/2019
0000915	Bulat, Cheryl	ECE-100-NR	Early Child Growth & Developme	LEC	30	11	-19	3	0.03	-1.71		-\$1.71	1/14/2019	5/16/2019
0000915	Bulat, Cheryl	ECE-162-8B	Creative Curriculum Preschool	LEC	30	14	-16	1	0.03	-0.48		-\$0.48	4/6/2019	4/7/2019
0191822	Buzruk, Anupama	BUS-101-12	Financial Accounting	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/15/2019	5/14/2019
0156441	Campbell, Dana	CHM-105-31	General Chemistry I	LAB	24	24	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0156441	Campbell, Dana	CHM-105-31	General Chemistry I	LEC	24	24	0	4	0.03	0		\$0.00	1/14/2019	5/15/2019
0184403	Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	LAB	24	23	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0184403	Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0003098	Campos, Veronica	CAD-130-1L	Architectural Residential Desi	LAB	18	11	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0003098	Campos, Veronica	CAD-130-1L	Architectural Residential Desi	LEC	18	11	-7	2	0.03	-0.42		-\$0.42	1/14/2019	5/15/2019
0153590	Carroll, Don	ENG-102-ML	Rhetoric II	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0153590	Carroll, Don	ENG-101-OK	Rhetoric I	LEC	24	25	1	3	0.03	0.09	931.85	\$83.87	1/14/2019	5/15/2019
0003193	Chang, Stephen	MAT-083-72	Elementary Algebra-Part I	LEC	32	0	-32	2	0.03	-1.92		-\$1.92	3/13/2019	5/15/2019
0184815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	LEC	32	1	-31	6	0.03	-5.58		-\$5.58	3/22/2019	5/13/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0184815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	LAB	32	1	-31	2	0.03	-1.86		-\$1.86	3/22/2019	5/13/2019
0003192	Cisneros, Sharon	BUS-107-1C	Principles of Marketing	LEC	32	20	-12	3	0.03	-1.08		-\$1.08	1/14/2019	5/15/2019
0003192	Cisneros, Sharon	BUS-111-NR	Introduction to Business	LEC	32	22	-10	3	0.03	-0.90		-\$0.90	1/14/2019	5/16/2019
0003192	Cisneros, Sharon	BIO-102-7B	Introduction to Biology	LAB	20	20	0	3	0.03	0		\$0.00	1/14/2019	5/16/2019
0003192	Cisneros, Sharon	BIO-102-7B	Introduction to Biology	LEC	20	20	0	3	0.03	0.00		\$0.00	1/14/2019	5/16/2019
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	LEC	30	13	-17	3	0.03	-1.53		-\$1.53	1/14/2019	5/16/2019
0007800	Corral, Iris	ECE-210-NR	Early Childhood Administration	LEC	30	14	-16	3	0.03	-1.44		-\$1.44	1/14/2019	5/16/2019
0003191	Corte, Anthony	CPS-111-H1	Business Computer Systems	LEC	20	20	0	2	0.03	0		\$0.00	1/15/2019	5/16/2019
0003191	Corte, Anthony	CPS-111-H1	Business Computer Systems	LAB	20	20	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	LEC	20	21	1	2	0.03	0.06	931.85	\$55.91	1/15/2019	5/16/2019
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	LAB	20	21	1	3	0.03	0.09	931.85	\$83.87	1/15/2019	5/16/2019
0002933	Craig, Marilyn	ENG-086-3F	Reading & Writing III	LEC	24	17	-7	3	0.03	-0.63		-\$0.63	1/15/2019	5/16/2019
0002933	Craig, Marilyn	ENG-086-1B	Reading & Writing III	LEC	24	18	-6	3	0.03	-0.54		-\$0.54	1/15/2019	5/16/2019
0002933	Craig, Marilyn	ENG-086-2E	Reading & Writing III	LEC	24	25	1	3	0.03	0.09	955.15	\$85.96	1/15/2019	5/16/2019
0007605	Cunat, Ronald	PHS-101-82	Astronomy	LEC	32	28	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/13/2019
0186164	Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	LAB	14	9	-5	3	0.03	-0.45		-\$0.45	1/15/2019	5/14/2019
0186164	Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	LEC	14	9	-5	2	0.03	-0.30		-\$0.30	1/15/2019	5/14/2019
0186164	Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	LAB	14	13	-1	3	0.03	-0.09		-\$0.09	1/17/2019	5/16/2019
0186164	Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	LEC	14	13	-1	2	0.03	-0.06		-\$0.06	1/17/2019	5/16/2019
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	LEC	32	23	-9	6	0.03	-1.62		-\$1.62	3/22/2019	5/13/2019
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	LAB	32	23	-9	2	0.03	-0.54		-\$0.54	3/22/2019	5/13/2019
0160009	Dillinger, Benjamin	MUS-168-1R	Private Applied Strings Major	LEC	25	1	-24	2	0.03	-1.44		-\$1.44	1/18/2019	5/16/2019
0160009	Dillinger, Benjamin	MUS-138-1R	Private Applied Strings Major	LEC	25	2	-23	2	0.03	-1.38		-\$1.38	1/18/2019	5/16/2019
0160009	Dillinger, Benjamin	MUS-268-1R	Private Applied Strings Major	LEC	25	1	-24	1	0.03	-0.72		-\$0.72	1/18/2019	5/16/2019
0160009	Dillinger, Benjamin	MUS-169-1R	Private Applied Strings Non-Ma	LEC	25	1	-24	0.5	0.03	-0.36		-\$0.36	1/18/2019	5/16/2019
0160009	Dillinger, Benjamin	MUS-139-1R	Private Applied Strings Non-Ma	LEC	25	2	-23	0.5	0.03	-0.345		-\$0.35	1/18/2019	5/16/2019
0160009	Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	LEC	25	25	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0049119	Dominguez, Gerardo	CAD-107-1L	20/20 Kitchen Design	LAB	18	11	-7	3	0.03	-0.63		-\$0.63	1/18/2019	5/10/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0049119	Dominguez, Gerardo	CAD-107-1L	20/20 Kitchen Design	LEC	18	11	-7	2	0.03	-0.42		-\$0.42	1/18/2019	5/10/2019
0003186	Dorgan, Irene	PSY-210-1D	Child Growth & Development	LEC	32	34	2	3	0.03	0.18	854.64	\$153.84	1/14/2019	5/15/2019
0003185	Drew, John	CPS-111-H6	Business Computer Systems	LAB	20	13	-7	3	0.03	-0.63		-\$0.63	1/19/2019	5/11/2019
0003185	Drew, John	CPS-210-H1	Programming in Visual Basic	LAB	20	15	-5	3	0.03	-0.45		-\$0.45	1/19/2019	5/11/2019
0003185	Drew, John	CPS-111-H6	Business Computer Systems	LEC	20	13	-7	2	0.03	-0.42		-\$0.42	1/19/2019	5/11/2019
0003185	Drew, John	CPS-210-H1	Programming in Visual Basic	LEC	20	15	-5	2	0.03	-0.3		-\$0.30	1/19/2019	5/11/2019
0003185	Drew, John	CPS-111-EC	Business Computer Systems	LEC	20	25	5	2	0.03	0.3	979.36	\$293.81	1/31/2019	5/15/2019
0003185	Drew, John	CPS-111-EC	Business Computer Systems	LAB	20	25	5	3	0.03	0.45	979.36	\$440.71	1/31/2019	5/15/2019
0003183	Dukes, Jackie	LAW-102-11	Intro to Criminology	LEC	32	26	-6	3	0.03	-0.54		-\$0.54	1/18/2019	5/10/2019
0003183	Dukes, Jackie	LAW-101-1C	Intro to Law Enforcement	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/15/2019
0003181	Dutt, Eric	ENG-101-8B	Rhetoric I	LEC	24	24	0	3	0.03	0.00		\$0.00	1/19/2019	5/11/2019
0003181	Dutt, Eric	ENG-101-P2	Rhetoric I	LEC	24	24	0	3	0.03	0		\$0.00	1/15/2019	5/14/2019
0003181	Dutt, Eric	ENG-102-Q2	Rhetoric II	LEC	24	30	6	3	0.03	0.54	979.36	\$528.85	1/17/2019	5/16/2019
0003179	Eshafi, Nouri	ECE-120-21	Language Arts for Children	LEC	30	22	-8	3	0.03	-0.72		-\$0.72	1/14/2019	5/16/2019
0003210	Farina, Peter	BIO-203-3E	Anatomy & Physiology I	LEC	20	18	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0003210	Farina, Peter	BIO-212-1F	Microbiology	LAB	18	18	0	3	0.03	0		\$0.00	1/15/2019	5/16/2019
0003210	Farina, Peter	BIO-212-1F	Microbiology	LEC	18	18	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0003212	Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	LAB	16	11	-5	2	0.03	-0.3		-\$0.30	1/17/2019	5/16/2019
0003212	Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	LEC	16	11	-5	2	0.03	-0.30		-\$0.30	1/17/2019	5/16/2019
0003212	Farnsworth, Dan	HVA-120-21	Basic Sheet Metal Fabrication	LAB	16	12	-4	2	0.03	-0.24		-\$0.24	1/15/2019	5/14/2019
0003212	Farnsworth, Dan	HVA-120-21	Basic Sheet Metal Fabrication	LEC	16	12	-4	2	0.03	-0.24		-\$0.24	1/15/2019	5/14/2019
0024667	Festa, John	BUS-230-1E	Business Law and Contracts	LEC	32	12	-20	3	0.03	-1.8		-\$1.80	1/15/2019	5/16/2019
0162452	Foltz, Chris	FIR-100-11	Principles of Emergency Serv	LEC	32	3	-29	3	0.03	-2.61		-\$2.61	1/17/2019	5/16/2019
0162452	Foltz, Chris	FIR-270-11	Fire Behavior and Combustion	LEC	32	5	-27	3	0.03	-2.43		-\$2.43	1/14/2019	5/13/2019
0162452	Foltz, Chris	FIR-170-11	Principles of Fire and Emergen	LEC	32	8	-24	3	0.03	-2.16		-\$2.16	1/15/2019	5/14/2019
0160558	Fortier, Jr, George	ATM-206-1C	Steering and Suspension	LAB	16	14	-2	3	0.03	-0.18		-\$0.18	1/14/2019	5/15/2019
0160558	Fortier, Jr, George	ATM-206-1C	Steering and Suspension	LEC	16	14	-2	2	0.03	-0.12		-\$0.12	1/14/2019	5/15/2019
0160558	Fortier, Jr, George	ATM-120-1G	Basic Vehicle Mechanics	LEC	16	16	0	2	0.03	0		\$0.00	1/14/2019	5/15/2019
0160558	Fortier, Jr, George	ATM-120-1G	Basic Vehicle Mechanics	LAB	16	16	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0165935	Franklin-Hammergren, Kirstin	HUM-150-5C	Humanities Through the Arts	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/18/2019	5/10/2019
0000938	Gan, Xiaoling	CIS-170-H1	Introduction to Java	LAB	20	16	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/13/2019
0000938	Gan, Xiaoling	CIS-170-H1	Introduction to Java	LEC	20	16	-4	2	0.03	-0.24		-\$0.24	1/14/2019	5/13/2019
0040272	Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	LAB	14	9	-5	3	0.03	-0.45		-\$0.45	1/16/2019	5/15/2019
0040272	Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	LEC	14	9	-5	1	0.03	-0.15		-\$0.15	1/16/2019	5/15/2019
0040272	Gilmartin, Beth	PHT-117-1B	Patient Mgt Ii: Tests & Measrm	LAB	14	13	-1	3	0.03	-0.09		-\$0.09	1/16/2019	5/15/2019
0040272	Gilmartin, Beth	PHT-117-1B	Patient Mgt Ii: Tests & Measrm	LEC	14	13	-1	1	0.03	-0.03		-\$0.03	1/16/2019	5/15/2019
0156018	Glover, Brian	CAD-241-15	Autocad Productivity	LAB	18	10	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0156018	Glover, Brian	CAD-241-15	Autocad Productivity	LEC	18	10	-8	2	0.03	-0.48		-\$0.48	1/15/2019	5/16/2019
0157185	Grady, Myeisha	SPE-101-H2	Principles of Public Speaking	LEC	23	16	-7	3	0.03	-0.63		-\$0.63	1/15/2019	5/14/2019
0157185	Grady, Myeisha	SPE-101-8B	Principles of Public Speaking	LEC	23	17	-6	3	0.03	-0.54		-\$0.54	1/19/2019	5/11/2019
0003110	Halm, James	SOC-102-1H	Social Problems	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/15/2019	5/16/2019
0003110	Halm, James	SOC-100-22	Intro to Sociology	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/14/2019
0003113	Hauswald, Carol	ENG-084-4L	Reading & Writing II	LEC	24	11	-13	3	0.03	-1.17		-\$1.17	1/15/2019	5/16/2019
0002953	Hirsch, Maynard	BIO-102-91	Introduction to Biology	LAB	20	17	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0002953	Hirsch, Maynard	BIO-102-91	Introduction to Biology	LEC	20	17	-3	3	0.03	-0.27		-\$0.27	1/14/2019	5/15/2019
0002912	Imburgia, Joseph	PSY-211-1F	Adolescent Psychology	LEC	32	22	-10	3	0.03	-0.9		-\$0.90	1/15/2019	5/16/2019
0002912	Imburgia, Joseph	PSY-101-2C	Intro to Psychology	LEC	32	30	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0002912	Imburgia, Joseph	PSY-101-1B	Intro to Psychology	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0003136	Jenkins, Anthony	BIO-102-KC	Introduction to Biology	LAB	20	17	-3	3	0.03	-0.27		-\$0.27	1/19/2019	5/11/2019
0003136	Jenkins, Anthony	BIO-102-KC	Introduction to Biology	LEC	20	17	-3	3	0.03	-0.27		-\$0.27	1/19/2019	5/11/2019
0003153	Karasek, Robert	CAD-100-8B	Autocad Fundamentals	LAB	18	7	-11	3	0.03	-0.99		-\$0.99	1/19/2019	5/11/2019
0003153	Karasek, Robert	CAD-100-8B	Autocad Fundamentals	LEC	18	7	-11	2	0.03	-0.66		-\$0.66	1/19/2019	5/11/2019
0020803	Karlberg, Jeffrey	SCM-101-NR	Principles of Supply Chain Mgm	LEC	32	3	-29	3	0.03	-2.61		-\$2.61	1/14/2019	5/16/2019
0106675	Khalifeh, Khalaf	BIO-102-3C	Introduction to Biology	LAB	20	15	-5	3	0.03	-0.45		-\$0.45	1/15/2019	5/16/2019
0106675	Khalifeh, Khalaf	BIO-102-2C	Introduction to Biology	LAB	20	19	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0106675	Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	LAB	20	23	3	3	0.03	0.27	890.28	\$240.38	1/14/2019	5/16/2019
0158400	Knickerbocker, Sharon	MUS-161-1R	Private Applied Piano Non-Majo	LEC	25	1	-24	1	0.03	-0.72		-\$0.72	1/18/2019	5/16/2019
0158400	Knickerbocker, Sharon	MUS-130-1R	Private Applied Piano Music Ma	LEC	25	3	-22	1	0.03	-0.66		-\$0.66	1/18/2019	5/16/2019
0158400	Knickerbocker, Sharon	MUS-100-2E	Music Appreciation	LEC	25	24	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0158400	Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	LEC	25	26	1	3	0.03	0.09	931.85	\$83.87	1/14/2019	5/15/2019
0107914	Labno, David	MAT-084-3E	Elementary Algebra-Part II	LEC	32	10	-22	2	0.03	-1.32		-\$1.32	1/14/2019	3/7/2019
0107914	Labno, David	MAT-085-3E	Intermed Algebra-Part I	LEC	32	12	-20	2	0.03	-1.2		-\$1.20	3/12/2019	5/16/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0003171	Lasorella, Dalia	CPS-111-H5	Business Computer Systems	LAB	20	17	-3	3	0.03	-0.27		-\$0.27	1/17/2019	5/16/2019
0003171	Lasorella, Dalia	CPS-111-H5	Business Computer Systems	LEC	20	17	-3	2	0.03	-0.18		-\$0.18	1/17/2019	5/16/2019
0003176	Leven, Robert	BIO-203-41	Anatomy & Physiology I	LEC	20	22	2	3	0.03	0.18	1028.93	\$185.21	1/14/2019	5/15/2019
0190139	Li, Jiarong	MAT-102-8B	General Education Mathematics	LEC	32	19	-13	4	0.03	-1.56		-\$1.56	1/19/2019	5/11/2019
0003094	Lopez, Noe	MAT-100-11	Occupational Math	LEC	32	7	-25	3	0.03	-2.25		-\$2.25	1/18/2019	5/10/2019
0002037	LoPresti, Joseph	ART-120-22	Art Appreciation	LEC	32	22	-10	3	0.03	-0.9		-\$0.90	1/14/2019	5/13/2019
0002037	LoPresti, Joseph	ART-103-32	Drawing I	LAB	16	12	-4	6	0.03	-0.72		-\$0.72	1/29/2019	5/16/2019
0027824	Lorgus, Richard	BUS-106-1F	Principles of Finance	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/15/2019	5/16/2019
0027824	Lorgus, Richard	BUS-106-22	Principles of Finance	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	1/16/2019	5/15/2019
0003100	Lyons, Kenneth	LAW-205-11	Criminal Law II	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	1/16/2019	5/15/2019
0003100	Lyons, Kenneth	LAW-207-1B	Court Procedures and Evidence	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/15/2019	5/16/2019
0003100	Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	LEC	32	34	2	3	0.03	0.18	979.36	\$176.28	1/15/2019	5/16/2019
0173996	Mallett, Klaudia	PSY-215-8B	Life Span: Survey of Human Dev	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/19/2019	5/11/2019
0173996	Mallett, Klaudia	PSY-101-8B	Intro to Psychology	LEC	32	32	0	3	0.03	0		\$0.00	1/19/2019	5/11/2019
0037631	Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	LAB	18	6	-12	3	0.03	-1.08		-\$1.08	1/15/2019	5/16/2019
0037631	Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	LEC	18	6	-12	2	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0167581	Martinez Jr, Salvador	ENG-075-A1	Intensive Adv Grammar & Editin	LEC	20	14	-6	4	0.03	-0.72		-\$0.72	1/14/2019	5/16/2019
0167581	Martinez Jr, Salvador	ENG-076-A1	Intensive Adv Reading & Writin	LEC	20	14	-6	4	0.03	-0.72		-\$0.72	1/14/2019	5/15/2019
0167581	Martinez Jr, Salvador	ENG-077-A1	Intensive Adv Listening & Spea	LEC	20	14	-6	4	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0183993	Martino, Shannon	ART-125-1J	Art History I Prehistoric/Goth	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/14/2019	5/15/2019
0183993	Martino, Shannon	ART-126-1G	Art History II Renaissance & B	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019
0003106	Matthews, Kay	ECE-207-1J	Creative Expression of Childre	LEC	30	12	-18	3	0.03	-1.62		-\$1.62	1/16/2019	5/15/2019
0003106	Matthews, Kay	ECE-100-1F	Early Child Growth & Developme	LEC	30	19	-11	3	0.03	-0.99		-\$0.99	1/14/2019	5/15/2019
0016851	Medina, Gabriel	CAD-237-8B	Revit BIM Management	LAB	18	10	-8	3	0.03	-0.72		-\$0.72	1/19/2019	5/11/2019
0016851	Medina, Gabriel	CAD-237-8B	Revit BIM Management	LEC	18	10	-8	2	0.03	-0.48		-\$0.48	1/19/2019	5/11/2019
0088242	Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	LAB	18	9	-9	1.5	0.03	-0.405		-\$0.41	1/17/2019	3/14/2019
0088242	Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	LAB	18	13	-5	1.5	0.03	-0.23		-\$0.23	1/15/2019	3/12/2019
0088242	Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	LEC	18	9	-9	0.5	0.03	-0.135		-\$0.14	1/17/2019	3/14/2019
0088242	Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	LEC	18	13	-5	0.5	0.03	-0.08		-\$0.08	1/15/2019	3/12/2019
0002885	Miculinic, Bonnie	HUM-154-8B	Latin American Culture	LEC	32	13	-19	3	0.03	-1.71		-\$1.71	1/19/2019	5/11/2019
0002885	Miculinic, Bonnie	HUM-154-3G	Latin American Culture	LEC	32	25	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0170780	Miranda, Ashley	ENG-088-L2	Basic Composition	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/23/2019	5/15/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0170780	Miranda, Ashley	ENG-101-6F	Rhetoric I	LEC	24	26	2	3	0.03	0.18	935.35	\$168.36	1/22/2019	5/16/2019
0170780	Miranda, Ashley	ENG-101-1B	Rhetoric I	LEC	24	27	3	3	0.03	0.27	935.35	\$252.54	1/15/2019	5/16/2019
0002467	Montgomery, Jered	MUS-100-32	Music Appreciation	LEC	25	23	-2	3	0.03	-0.18		-\$0.18	1/16/2019	5/15/2019
0002467	Montgomery, Jered	HUM-150-2C	Humanities Through the Arts	LEC	32	37	5	3	0.03	0.45	890.28	\$400.63	1/15/2019	5/16/2019
0155712	Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	LEC	32	11	-21	3	0.03	-1.89		-\$1.89	1/14/2019	5/16/2019
0155712	Moreno, Benjamin	LAW-104-1E	Police Ops and Procedures I	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0076708	Moreno, Berta	BUS-242-H1	Business Communications	LEC	32	11	-21	3	0.03	-1.89		-\$1.89	1/17/2019	5/16/2019
0076708	Moreno, Berta	OMT-214-NR	Office Supervision	LEC	23	5	-18	3	0.03	-1.62		-\$1.62	1/17/2019	5/16/2019
0003131	Moses, Calvin	EDU-100-11	Intro to American Education	LEC	30	7	-23	3	0.03	-2.07		-\$2.07	1/14/2019	5/13/2019
0192221	Mota Andrade, Jorge	BIO-204-34	Anatomy & Physiology II	LEC	20	6	-14	3	0.03	-1.26		-\$1.26	1/15/2019	5/16/2019
0192221	Mota Andrade, Jorge	BIO-204-5E	Anatomy & Physiology II	LEC	20	14	-6	3	0.03	-0.54		-\$0.54	1/14/2019	5/15/2019
0192221	Mota Andrade, Jorge	BIO-212-H3	Microbiology	LAB	18	17	-1	3	0.03	-0.09		-\$0.09	1/14/2019	5/15/2019
0002935	Murphy, Martha	BUS-130-12	Quickbooks	LEC	32	9	-23	2	0.03	-1.38		-\$1.38	1/16/2019	5/15/2019
0000862	Napoletano, Elizabeth	GSP-111-1G	Game Development Essentials	LAB	20	9	-11	3	0.03	-0.99		-\$0.99	1/18/2019	5/10/2019
0000862	Napoletano, Elizabeth	GSP-111-1G	Game Development Essentials	LEC	20	9	-11	2	0.03	-0.66		-\$0.66	1/18/2019	5/10/2019
0000862	Napoletano, Elizabeth	GSP-111-1G	Game Development Essentials	LEC	20	9	-11	2	0.03	-0.66		-\$0.66	1/18/2019	5/10/2019
0191992	O'Halloran, Denis	FIR-132-11	Tactics and Strategy I	LEC	32	5	-27	3	0.03	-2.43		-\$2.43	1/16/2019	5/15/2019
0197372	Paluka, Stephanie	PHT-122-2B	Therapeutic Exercise	LAB	14	13	-1	3	0.03	-0.09		-\$0.09	1/18/2019	5/15/2019
0197372	Paluka, Stephanie	PHT-122-2B	Therapeutic Exercise	LEC	14	13	-1	1	0.03	-0.03		-\$0.03	1/18/2019	5/15/2019
0003160	Perusich, James	ENG-086-4L	Reading & Writing III	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
0003160	Perusich, James	ENG-102-O2	Rhetoric II	LEC	24	24	0	3	0.03	0.00		\$0.00	1/15/2019	5/14/2019
0197973	Phillips, Cynthia	NUR-105-EC	Basic Nursing Assistant Traini	LEC	32	27	-5	4.88	0.03	-0.732		-\$0.73	1/16/2019	5/18/2019
0197973	Phillips, Cynthia	NUR-105-EC	Basic Nursing Assistant Traini	LAB	32	27	-5	2.87	0.03	-0.43		-\$0.43	1/16/2019	5/18/2019
0003168	Reynard, Michael	MAT-080-8B	Mathematics Fundamentals	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	2/2/2019	5/11/2019
0003172	Ritz, Jim	LAW-210-1B	Cold Case Investigation	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/15/2019	5/16/2019
0003172	Ritz, Jim	LAW-206-11	Criminal Investigations	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/15/2019	5/14/2019
0000797	Ruiz, Ruben	OMT-223-H1	Spreadsheet Software	LEC	23	4	-19	2	0.03	-1.14		-\$1.14	3/5/2019	5/14/2019
0000797	Ruiz, Ruben	OMT-219-H1	Database Software	LEC	23	7	-16	2	0.03	-0.96		-\$0.96	3/5/2019	5/14/2019
0000797	Ruiz, Ruben	OMT-216-11	Advanced Spreadsheet Software	LEC	23	7	-16	1	0.03	-0.48		-\$0.48	1/15/2019	2/26/2019
0000797	Ruiz, Ruben	OMT-218-15	Fundament Database Software	LEC	23	8	-15	1	0.03	-0.45		-\$0.45	1/15/2019	2/26/2019
0156479	Samplawski, Phyllis	SOC-101-22	The Family	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/16/2019	5/15/2019
0156479	Samplawski, Phyllis	SOC-100-8B	Intro to Sociology	LEC	32	32	0	3	0.03	0		\$0.00	1/19/2019	5/11/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0003018	Sandoval, Jamie	CIS-181-12	Computer Diagnosis & Svc II	LAB	20	9	-11	3	0.03	-0.99		-\$0.99	1/15/2019	5/16/2019
0003018	Sandoval, Jamie	CIS-181-12	Computer Diagnosis & Svc II	LEC	20	9	-11	2	0.03	-0.66		-\$0.66	1/15/2019	5/16/2019
0162444	Sanei, Maxwell	PEH-101-2D	Personal & Community Health	LEC	32	12	-20	2	0.03	-1.20		-\$1.20	1/14/2019	5/15/2019
0003149	Sassetti, James	LAW-104-22	Police Ops and Procedures I	LEC	32	23	-9	3	0.03	-0.81		-\$0.81	1/17/2019	5/16/2019
0003149	Sassetti, James	LAW-210-21	Cold Case Investigation	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/14/2019	5/13/2019
0003134	Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	LAB	20	7	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019
0003134	Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	LEC	20	7	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019
0192448	Schmidt, Michael	ENG-102-9B	Rhetoric II	LEC	24	24	0	3	0.03	0		\$0.00	1/14/2019	5/15/2019
0192448	Schmidt, Michael	ENG-102-1B	Rhetoric II	LEC	24	25	1	3	0.03	0.09	854.64	\$76.92	1/15/2019	5/16/2019
0160546	Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	LAB	24	17	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0160546	Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	LEC	24	17	-7	3	0.03	-0.63		-\$0.63	1/14/2019	5/15/2019
0163224	Schultz, Arthur	BUS-201-12	Cost Accounting	LEC	32	13	-19	3	0.03	-1.71		-\$1.71	1/14/2019	5/13/2019
0189751	Selvaggio, Nicole	ENG-101-9B	Rhetoric I	LEC	24	26	2	3	0.03	0.18	854.64	\$153.84	1/14/2019	5/15/2019
0189751	Selvaggio, Nicole	ENG-102-8B	Rhetoric II	LEC	24	27	3	3	0.03	0.27	854.64	\$230.75	1/26/2019	5/11/2019
0194372	Skov, Erik	MUS-135-1R	Private Applied Guitar Non-Maj	LEC	25	1	-24	0	0.03	0.00		\$0.00	1/18/2019	5/16/2019
0194372	Skov, Erik	MUS-134-1R	Private Applied Guitar Music M	LEC	25	6	-19	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0195181	Smith, Caleb	ART-120-1E	Art Appreciation	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0003170	Smith, Duane	ATM-105-1C	Automatic Transmissions	LEC	16	16	0	2	0.03	0		\$0.00	1/15/2019	5/16/2019
0003170	Smith, Duane	ATM-105-1C	Automatic Transmissions	LAB	16	16	0	6	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0181260	Smith, Jeanine	PEH-103-3K	Nutrition	LEC	32	13	-19	2	0.03	-1.14		-\$1.14	1/15/2019	5/16/2019
0181260	Smith, Jeanine	HIT-103-1H	Coding & Classification System	LAB	30	13	-17	2	0.03	-1.02		-\$1.02	1/18/2019	5/10/2019
0181260	Smith, Jeanine	HIT-103-1H	Coding & Classification System	LEC	30	13	-17	2	0.03	-1.02		-\$1.02	1/18/2019	5/10/2019
0003165	Smith-Irowa, Pamela	ENG-084-3F	Reading & Writing II	LEC	24	13	-11	3	0.03	-0.99		-\$0.99	1/15/2019	5/16/2019
0003165	Smith-Irowa, Pamela	ENG-101-2B	Rhetoric I	LEC	24	22	-2	3	0.03	-0.18		-\$0.18	1/15/2019	5/16/2019
0003165	Smith-Irowa, Pamela	ENG-086-6B	Reading & Writing III	LEC	24	23	-1	3	0.03	-0.09		-\$0.09	1/23/2019	5/15/2019
0003155	Spoleti, Thomas	PHI-125-3A	Wrld Religions in Global Conte	LEC	32	15	-17	3	0.03	-1.53		-\$1.53	1/14/2019	5/15/2019
0003155	Spoleti, Thomas	PHI-201-1C	Philosophy	LEC	32	32	0	3	0.03	0.00		\$0.00	1/14/2019	5/15/2019
0182711	Steadman, Michael	CHM-100-4F	Fundamentals of Chemistry	LAB	24	11	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019
0182711	Steadman, Michael	CHM-100-4F	Fundamentals of Chemistry	LEC	24	11	-13	3	0.03	-1.17		-\$1.17	1/14/2019	5/15/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0184165	Stefanski, Eric	HUM-150-42	Humanities Through the Arts	LEC	32	32	0	3	0.03	0		\$0.00	1/17/2019	5/16/2019
0003141	Stevens, Jane	ART-115-8B	Photography I	LAB	16	9	-7	6	0.03	-1.26		-\$1.26	1/19/2019	5/11/2019
0003141	Stevens, Jane	ART-116-8B	Photography II	LAB	16	6	-10	0	0.03	0		\$0.00	1/19/2019	5/11/2019
0003137	Stewart, Constance	MAT-080-42	Mathematics Fundamentals	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	1/15/2019	5/16/2019
0190101	Sulack, Alexandra	MUS-163-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0.5	0.03	-0.36		-\$0.36	1/18/2019	5/16/2019
0190101	Sulack, Alexandra	MUS-263-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0.5	0.03	-0.36		-\$0.36	1/18/2019	5/16/2019
0190101	Sulack, Alexandra	MUS-133-1R	Priv. Applied Voice Music No-M	LEC	25	1	-24	0	0.03	0		\$0.00	1/18/2019	5/16/2019
0003130	Sun, Yizhong	POL-201-12	US Natl Government	LEC	32	11	-21	3	0.03	-1.89		-\$1.89	1/14/2019	5/13/2019
0189488	Swint, Ashley	BUS-107-2B	Principles of Marketing	LEC	32	12	-20	3	0.03	-1.8		-\$1.80	1/17/2019	5/16/2019
0189488	Swint, Ashley	BUS-111-EC	Introduction to Business	LEC	32	27	-5	3	0.03	-0.45		-\$0.45	1/28/2019	5/16/2019
0156444	Talwar, Sundeep	CHM-101-1E	Intro to Chemistry I	LAB	24	16	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0156444	Talwar, Sundeep	CHM-101-1E	Intro to Chemistry I	LEC	24	16	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/16/2019
0159232	Thelemaque, Cristina	PEH-103-1B	Nutrition	LEC	32	13	-19	2	0.03	-1.14		-\$1.14	1/15/2019	5/16/2019
0159232	Thelemaque, Cristina	BIO-204-4L	Anatomy & Physiology II	LEC	20	8	-12	3	0.03	-1.08		-\$1.08	1/14/2019	5/15/2019
0159232	Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	LAB	20	16	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0159232	Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	LEC	20	16	-4	3	0.03	-0.36		-\$0.36	1/15/2019	5/16/2019
0160493	Traver, David	PHI-125-2F	Wrld Religions in Global Conte	LEC	32	29	-3	3	0.03	-0.27		-\$0.27	1/15/2019	5/16/2019
0160493	Traver, David	PHI-125-1E	Wrld Religions in Global Conte	LEC	32	32	0	3	0.03	0.00		\$0.00	1/15/2019	5/16/2019
0002931	Turner, Jocelyn	ENG-101-R2	Rhetoric I	LEC	24	17	-7	3	0.03	-0.63		-\$0.63	1/17/2019	5/16/2019
0003107	Vacek, Sarah	ECE-160-11	Curriculum Planning for Childr	LEC	30	10	-20	3	0.03	-1.80		-\$1.80	1/14/2019	5/13/2019
0003107	Vacek, Sarah	ECE-200-1J	Play & Guidance of Children	LEC	30	10	-20	3	0.03	-1.8		-\$1.80	1/15/2019	5/14/2019
0003107	Vacek, Sarah	ECE-215-11	The First Three Years of Life	LEC	30	22	-8	3	0.03	-0.72		-\$0.72	1/15/2019	5/14/2019
0152888	Voight, William	LAW-203-8B	Law Enforcement & Comm Relatio	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	1/19/2019	5/11/2019
0152888	Voight, William	LAW-105-21	Administration of Justice	LEC	32	19	-13	3	0.03	-1.17		-\$1.17	1/15/2019	5/14/2019
0000803	Wedge, Frances	PHT-222-H1	Seminar in Health Career Lit.	LEC	25	25	0	0	0.03	0		\$0.00	1/18/2019	5/15/2019
0163956	Wiehle, Michael	BUS-230-NR	Business Law and Contracts	LEC	32	16	-16	3	0.03	-1.44		-\$1.44	1/14/2019	5/16/2019
0160501	Willit, James	CHM-100-21	Fundamentals of Chemistry	LAB	24	20	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/16/2019
0160501	Willit, James	CHM-100-21	Fundamentals of Chemistry	LEC	24	20	-4	3	0.03	-0.36		-\$0.36	1/14/2019	5/16/2019
0133829	Yaghoubi, Poupak	MAT-080-1B	Mathematics Fundamentals	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/U nder	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0133829	Yaghoubi, Poupak	MAT-080-6C	Mathematics Fundamentals	LEC	32	31	-1	3	0.03	-0.09		-\$0.09	1/15/2019	5/16/2019
											Total	\$3,695.59		

2019 Spring Faculty Independent Study/Course By Arrangements

Faculty ID	Person Full Name	Section Name	Section Title	Enrollment	Section Minimum Credits	Factor	IND/CBA Load	IND Minimum	Rate	IND Stipend	Assignment Instructional Method
0000917	Dominguez, Carlos	IND 199 03	MAT - 120 Mathematics for Elem	1	4	0.10	0.40		1000	\$ 400.00	IND
0000917	Dominguez, Carlos	SCM 204 NR	Global Logistics	2	3	0.10	0.60		1000	\$ 600.00	CBA
0195025	Edgar, Jason	IND 199 01	SPE 101 - Competitive Speech	2	1	0.10	0.20	0.33	960	\$ 316.80	IND
0060105	Jonas, Michael	IND 199 10	HVA 203 Commercial Air Cond.	1	3	0.10	0.30	0.33	960	\$ 316.80	IND
0000769	Mohr, Michele	IND 199 04	ENG 101 - Rhetoric I	0	1	0.10	0.00		1000		IND
0000769	Mohr, Michele	IND 199 09	ENG / IND199	1	1	0.10	0.10	0.33	1000	\$ 330.00	IND
0000820	Pencheva, Sonya	IND 199 12	ECE 210 - Early Childhood A	1	3	0.10	0.30	0.33	960	\$ 316.80	IND
0000820	Pencheva, Sonya	IND 199 13	ECE 203 - Emerging Literacy	1	3	0.10	0.30	0.33	960	\$ 316.80	IND
0000820	Pencheva, Sonya	ECE 260 NR	ECE Internship	3	3	0.10	0.90		960	\$ 864.00	CBA
0160605	Primm, Rebecca	IND 199 08	ART 136 - Print & Digital Pro	0	3	0.10	0.00		960		IND
0160605	Primm, Rebecca	IND 199 07	ART 213 - Ceramics II	2	1	0.10	0.20	0.33	960	\$ 316.80	IND
0190102	Windham, Brandie	MAT 102 NR2		1				0.33	915	\$ 301.95	CBA
									Total	\$4,079.95	

2019 Spring Adjuncts Independent Study/Course By Arrangements

Faculty ID	Person Full Name	Section Name	Section Title	Enrollment	Section Minimum Credits	Factor	IND/CBA Load	IND Minimum	Rate	IND Stipend	Assignment Instructional Method
3075	Behling, William	IND 199 02	BUS 208 Prin. of Mgmt	3	3	0.10	0.90		979.36	\$ 881.42	IND
3183	Dukes, Jackie	ING 199 16		1				0.33	979.36	\$ 323.19	IND
3118	Hayward, James	CIS 203 1L	Advanced Web Design	2	3	0.10	0.60		854.64	\$ 512.78	CBA
2926	Lopez, Beda	IND 199 15		1				0.33	896.21	\$ 295.75	IND
183993	Martin, Shannon	IND 199 06	ART 217 - Prehistoric Indigen	1	2	0.10	0.20	0.33	935.35	\$ 308.67	IND
76708	Moreno, Berta	OMT 214 NR	Office Supervision	5	3	0.10	1.50		890.28	\$1,335.42	CBA
3172	Ritz, Jim	IND 199 11	LAW 201 Police Op & P	1	3	0.10	0.30	0.33	979.36	\$ 323.19	IND
3149	Sassetti, James	IND 199 05	LAW 206 - Criminal Investigat	1	3	0.10	0.30	0.33	979.36	\$ 323.19	IND
181260	Smith, Jeanine	IND 199 14		1				0.33	890.27	\$ 293.79	IND
									Total	\$4,597.40	
									Grand Total	\$8,677.35	

2019 Spring Adjunct Calculations for Differential Pay

Faculty ID	Person Full Name	Section Name	Section Title	Assignment Instructional Method	Max	Enrollment	Over/Under	Load	Factor	Differential Load	Rate	Differential Pay	Start Date	End Date
0153590	Carroll, Don	ENG-101-OK	Rhetoric I	LEC	24	25	1	3	0.03	0.09	931.85	\$83.87	1/14/2019	5/15/2019
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	LEC	20	21	1	2	0.03	0.06	931.85	\$55.91	1/15/2019	5/16/2019
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	LAB	20	21	1	3	0.03	0.09	931.85	\$83.87	1/15/2019	5/16/2019
0002933	Craig, Marilyn	ENG-086-2E	Reading & Writing III	LEC	24	25	1	3	0.03	0.09	955.15	\$85.96	1/15/2019	5/16/2019
0003186	Dorgan, Irene	PSY-210-1D	Child Growth & Development	LEC	32	34	2	3	0.03	0.18	854.64	\$153.84	1/14/2019	5/15/2019
0003185	Drew, John	CPS-111-EC	Business Computer Systems	LEC	20	25	5	2	0.03	0.3	979.36	\$293.81	1/31/2019	5/15/2019
0003185	Drew, John	CPS-111-EC	Business Computer Systems	LAB	20	25	5	3	0.03	0.45	979.36	\$440.71	1/31/2019	5/15/2019
0003181	Dutt, Eric	ENG-102-Q2	Rhetoric II	LEC	24	30	6	3	0.03	0.54	979.36	\$528.85	1/17/2019	5/16/2019
0106675	Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	LAB	20	23	3	3	0.03	0.27	890.28	\$240.38	1/14/2019	5/16/2019
0158400	Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	LEC	25	26	1	3	0.03	0.09	931.85	\$83.87	1/14/2019	5/15/2019
0003176	Leven, Robert	BIO-203-41	Anatomy & Physiology I	LEC	20	22	2	3	0.03	0.18	1028.93	\$185.21	1/14/2019	5/15/2019
0003100	Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	LEC	32	34	2	3	0.03	0.18	979.36	\$176.28	1/15/2019	5/16/2019
0170780	Miranda, Ashley	ENG-086-2E	Reading & Writing III	LEC	24	25	1	3	0.03	0.09	935.35	\$84.18	1/15/2019	5/16/2019
0170780	Miranda, Ashley	ENG-101-6F	Rhetoric I	LEC	24	26	2	3	0.03	0.18	935.35	\$168.36	1/22/2019	5/16/2019
0170780	Miranda, Ashley	ENG-101-1B	Rhetoric I	LEC	24	27	3	3	0.03	0.27	935.35	\$252.54	1/15/2019	5/16/2019
0002467	Montgomery, Jered	HUM-150-2C	Humanities Through the Arts	LEC	32	37	5	3	0.03	0.45	890.28	\$400.63	1/15/2019	5/16/2019
0192448	Schmidt, Michael	ENG-102-1B	Rhetoric II	LEC	24	25	1	3	0.03	0.09	854.64	\$76.92	1/15/2019	5/16/2019
0189751	Selvaggio, Nicole	ENG-101-9B	Rhetoric I	LEC	24	26	2	3	0.03	0.18	854.64	\$153.84	1/14/2019	5/15/2019
0189751	Selvaggio, Nicole	ENG-102-8B	Rhetoric II	LEC	24	27	3	3	0.03	0.27	854.64	\$230.75	1/26/2019	5/11/2019

\$3,779.77

Person Full Name	Faculty ID	Section Name	Section Start Date	Section End Date
Abrahamson, Maura	0000770	CSS-100-1E	1/28/2019	5/15/2019
Abrahamson, Maura	0000770	CSS-100-3D	1/14/2019	5/15/2019
Abrahamson, Maura	0000770	GEG-101-NR	1/14/2019	5/16/2019
Abrahamson, Maura	0000770	GEG-105-1C	1/14/2019	5/15/2019
Abrahamson, Maura	0000770	GEG-105-NR	1/14/2019	5/16/2019
Abrahamson, Maura	0000770	PHI-125-4G	1/14/2019	5/15/2019
Abrahamson, Maura	0000770	PHI-125-NR	1/14/2019	5/16/2019
Alexandru, Vica	0003069	MAT-110-1L	1/14/2019	5/15/2019
Anderson, Mary	0196189	MAT-110-DE1	1/14/2019	5/16/2019
Anderson, Mary	0196189	MAT-110-DE2	1/14/2019	5/16/2019
Anderson, Mary	0196189	MAT-110-DE3	1/14/2019	5/16/2019
Anderson, Mary	0196189	MAT-110-DE4	1/14/2019	5/16/2019
Andujar, Rey	0165928	HUM-154-52	1/14/2019	5/13/2019
Arias, Olga	0156009	ENG-102-2B	1/15/2019	5/16/2019
Arias, Olga	0156009	ENG-102-7E	1/15/2019	5/16/2019
Arias, Olga	0156009	HUM-151-1F	1/15/2019	5/16/2019
Ashraf, Mohammad	0003071	BIO-102-8J	1/14/2019	5/15/2019
Ashraf, Mohammad	0003071	BIO-102-8J	1/14/2019	5/15/2019
Baffa, John	0000873	ENG-088-1B	1/14/2019	5/15/2019
Baffa, John	0000873	ENG-088-2C	1/15/2019	5/16/2019
Baffa, John	0000873	ENG-088-3E	1/15/2019	5/16/2019
Baffa, John	0000873	ENG-088-7C	1/14/2019	5/15/2019
Baker, Chris	0002972	PSY-215-22	1/15/2019	5/14/2019
Baker, Chris	0002972	PSY-215-42	1/16/2019	5/15/2019
Balderas, Alonso	0169978	ART-117-DE1	1/14/2019	5/16/2019
Balderas, Alonso	0169978	ART-117-DE2	1/14/2019	5/16/2019
Balderas, Alonso	0169978	ART-117-DE4	1/14/2019	5/16/2019
Balderas, Alonso	0169978	ART-117-DE5	1/14/2019	5/16/2019
Balek, Ludwig	0197414	CIS-132-1F	1/15/2019	5/16/2019
Balek, Ludwig	0197414	CIS-161-2L	1/15/2019	5/16/2019
Balek, Ludwig	0197414	CIS-165-H1	1/18/2019	5/10/2019
Balek, Ludwig	0197414	CIS-165-H1	1/18/2019	5/10/2019

Balek, Ludwig	0197414	CIS-233-8B	1/19/2019	5/11/2019
Balek, Ludwig	0197414	CIS-233-8B	1/19/2019	5/11/2019
Beesley, Mary	0162798	CIS-180-DW4	1/14/2019	5/16/2019
Beesley, Mary	0162798	CIS-180-DW4	1/14/2019	5/16/2019
Beesley, Mary	0162798	CIS-180-DW7	1/14/2019	5/16/2019
Beesley, Mary	0162798	CIS-180-DW7	1/14/2019	5/16/2019
Behling, William	0003075	BUS-111-2D	1/14/2019	5/15/2019
Behling, William	0003075	BUS-111-32	1/16/2019	5/15/2019
Behling, William	0003075	BUS-208-1F	1/14/2019	5/15/2019
Beisman, Keith	0097411	CIS-180-DE1	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE1	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE2	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE2	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE3	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE3	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE5	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE5	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE6	1/14/2019	5/16/2019
Beisman, Keith	0097411	CIS-180-DE6	1/14/2019	5/16/2019
Belter, Laura	0162800	CIS-103-DE	1/14/2019	5/16/2019
Bluemer, Judy	0000845	BIO-100-NR	1/14/2019	5/16/2019
Bluemer, Judy	0000845	BIO-102-1C	1/14/2019	5/16/2019
Bluemer, Judy	0000845	BIO-102-2C	1/15/2019	5/16/2019
Bluemer, Judy	0000845	BIO-102-3C	1/15/2019	5/16/2019
Bluemer, Judy	0000845	BIO-102-4C	1/15/2019	5/16/2019
Bluemer, Judy	0000845	BIO-111-H1	1/15/2019	5/16/2019
Bluemer, Judy	0000845	BIO-111-H1	1/15/2019	5/16/2019
Bluemer, Judy	0000845	BIO-150-NR	1/14/2019	5/16/2019
Bluemer, Judy	0000845	BIO-160-NR	1/14/2019	5/16/2019
Bluemer, Judy	0000845	BIO-202-NR	1/14/2019	5/16/2019

Boland, Andrew	0192317	CIS-180-DW1	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW1	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW2	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW2	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW3	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW3	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW5	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW5	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW6	1/14/2019	5/16/2019
Boland, Andrew	0192317	CIS-180-DW6	1/14/2019	5/16/2019
Bondlow, Fred	0003082	BUS-102-22	1/16/2019	5/15/2019
Bondlow, Fred	0003082	BUS-203-12	1/17/2019	5/16/2019
Boodoosingh, Savitri	0000757	MAT-102-2K	1/14/2019	5/15/2019
Boodoosingh, Savitri	0000757	MAT-102-32	2/11/2019	5/15/2019
Brasher, Stephen	0157079	ENG-101-Q2	1/16/2019	5/15/2019
Brink, Marilyn	0175368	ECE-220-H1	3/2/2019	3/16/2019
Bulat, Cheryl	0000915	ECE-100-NR	1/14/2019	5/16/2019
Bulat, Cheryl	0000915	ECE-162-8B	4/6/2019	4/7/2019
Buzruk, Anupama	0191822	BUS-101-12	1/15/2019	5/14/2019
Callon, Michael	0194871	ENG-084-1C	1/14/2019	5/15/2019
Callon, Michael	0194871	ENG-084-2F	1/14/2019	5/15/2019
Callon, Michael	0194871	ENG-101-3C	1/15/2019	5/16/2019
Callon, Michael	0194871	ENG-101-4E	1/15/2019	5/16/2019
Campbell, Dana	0156441	CHM-105-31	1/14/2019	5/15/2019
Campbell, Dana	0156441	CHM-105-31	1/14/2019	5/15/2019
Campbell, Elbert	0184403	CHM-100-1F	1/15/2019	5/16/2019
Campbell, Elbert	0184403	CHM-100-1F	1/15/2019	5/16/2019
Campos, Veronica	0003098	CAD-130-1L	1/14/2019	5/15/2019
Campos, Veronica	0003098	CAD-130-1L	1/14/2019	5/15/2019
Carroll, Don	0153590	ENG-101-OK	1/14/2019	5/15/2019
Carroll, Don	0153590	ENG-102-ML	1/14/2019	5/15/2019
Casey, Craig	0000924	CPS-200-1B	1/14/2019	5/15/2019

Casey, Craig	0000924	EGR-120-11	1/18/2019	5/10/2019
Casey, Craig	0000924	PHS-101-1C	1/15/2019	5/16/2019
Casey, Craig	0000924	PHS-101-4E	1/14/2019	5/15/2019
Casey, Craig	0000924	PHS-103-1E	1/15/2019	5/16/2019
Casey, Craig	0000924	PHS-103-1E	1/15/2019	5/16/2019
Casey, Craig	0000924	PHS-103-2F	1/14/2019	5/15/2019
Casey, Craig	0000924	PHY-105-1J	1/14/2019	5/15/2019
Casey, Craig	0000924	PHY-105-1J	1/14/2019	5/15/2019
Casey, Robert	0000829	MAT-105-5K	1/14/2019	5/15/2019
Casey, Robert	0000829	MAT-201-2H	1/14/2019	5/15/2019
Casey, Robert	0000829	MAT-202-1F	1/15/2019	5/16/2019
Casey, Robert	0000829	MAT-203-1F	1/14/2019	5/15/2019
Casey, Robert	0000829	MAT-215-1D	1/15/2019	5/16/2019
Chang, Stephen	0003193	MAT-083-72	3/13/2019	5/15/2019
Chiappetta, Joseph	0184815	EMT-101-21	3/22/2019	5/13/2019
Chiappetta, Joseph	0184815	EMT-101-21	3/22/2019	5/13/2019
Cisneros, Sharon	0003192	BIO-102-7B	1/14/2019	5/16/2019
Cisneros, Sharon	0003192	BIO-102-7B	1/14/2019	5/16/2019
Cisneros, Sharon	0003192	BUS-107-1C	1/14/2019	5/15/2019
Cisneros, Sharon	0003192	BUS-111-NR	1/14/2019	5/16/2019
Connelly, James	0162801	ATM-120-DW1	1/14/2019	5/16/2019
Connelly, James	0162801	ATM-120-DW2	1/14/2019	5/16/2019
Connelly, James	0162801	ATM-120-DW3	1/14/2019	5/16/2019
Connelly, James	0162801	ATM-120-DW4	1/14/2019	5/16/2019
Corral, Iris	0007800	ECE-110-NR	1/14/2019	5/16/2019
Corral, Iris	0007800	ECE-210-NR	1/14/2019	5/16/2019
Corte, Anthony	0003191	CPS-111-H1	1/15/2019	5/16/2019
Corte, Anthony	0003191	CPS-111-H1	1/15/2019	5/16/2019
Corte, Anthony	0003191	CPS-111-H2	1/15/2019	5/16/2019
Corte, Anthony	0003191	CPS-111-H2	1/15/2019	5/16/2019
Craig, Marilyn	0002933	ENG-086-1B	1/15/2019	5/16/2019
Craig, Marilyn	0002933	ENG-086-2E	1/15/2019	5/16/2019
Craig, Marilyn	0002933	ENG-086-3F	1/15/2019	5/16/2019
Crockett, Janet	0000794	CHM-106-1E	1/14/2019	5/15/2019

Crockett, Janet	0000794	CHM-106-1E	1/14/2019	5/15/2019
Crockett, Janet	0000794	CHM-206-1E	1/15/2019	5/16/2019
Crockett, Janet	0000794	CHM-206-1E	1/15/2019	5/16/2019
Cunat, Ronald	0037605	PHS-101-82	1/14/2019	5/13/2019
Czuba, Michael	0186164	PHT-123-1B	1/15/2019	5/14/2019
Czuba, Michael	0186164	PHT-123-1B	1/15/2019	5/14/2019
Czuba, Michael	0186164	PHT-123-2B	1/17/2019	5/16/2019
Czuba, Michael	0186164	PHT-123-2B	1/17/2019	5/16/2019
Denson, Ryan	0182919	EMT-101-11	3/22/2019	5/13/2019
Denson, Ryan	0182919	EMT-101-11	3/22/2019	5/13/2019
Dillinger, Benjamin	0160009	MUS-106-1F	1/14/2019	5/15/2019
Dillinger, Benjamin	0160009	MUS-138-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-139-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-168-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-169-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-238-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-239-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-268-1R	1/18/2019	5/16/2019
Dillinger, Benjamin	0160009	MUS-269-1R	1/18/2019	5/16/2019
Dominguez, Carlos	0000917	MAT-102-NR	1/14/2019	5/16/2019
Dominguez, Carlos	0000917	MAT-124-NR	1/14/2019	5/16/2019
Dominguez, Carlos	0000917	MAT-141-NR	1/14/2019	5/16/2019
Dominguez, Carlos	0000917	MAT-181-1L	1/15/2019	5/16/2019
Dominguez, Carlos	0000917	MAT-224-NR	1/14/2019	5/16/2019
Dominguez, Carlos	0000917	SCM-204-NR	1/14/2019	5/16/2019
Dominguez, Gerardo	0049119	CAD-107-1L	1/18/2019	5/10/2019
Dominguez, Gerardo	0049119	CAD-107-1L	1/18/2019	5/10/2019
Dorgan, Irene	0003186	PSY-101-7E	1/14/2019	5/15/2019
Dorgan, Irene	0003186	PSY-210-1D	1/14/2019	5/15/2019
Drew, John	0003185	CPS-111-EC	1/31/2019	5/15/2019
Drew, John	0003185	CPS-111-EC	1/31/2019	5/15/2019

Drew, John	0003185	CPS-111-H6	1/19/2019	5/11/2019
Drew, John	0003185	CPS-111-H6	1/19/2019	5/11/2019
Drew, John	0003185	CPS-210-H1	1/19/2019	5/11/2019
Drew, John	0003185	CPS-210-H1	1/19/2019	5/11/2019
Drury, Benjamin	0170558	CSS-100-5E	1/15/2019	5/16/2019
Drury, Benjamin	0170558	SOC-100-4G	1/14/2019	5/15/2019
Drury, Benjamin	0170558	SOC-100-6F	1/14/2019	5/15/2019
Drury, Benjamin	0170558	SOC-100-LC	1/14/2019	5/16/2019
Drury, Benjamin	0170558	SOC-101-1C	1/14/2019	5/15/2019
Drury, Benjamin	0170558	SOC-201-1C	1/15/2019	5/16/2019
Dukes, Jackie	0003183	LAW-101-1C	1/14/2019	5/15/2019
Dukes, Jackie	0003183	LAW-102-11	1/18/2019	5/10/2019
Dulabaum, Nina	0195561	PSY-101-4H	1/15/2019	5/16/2019
Dulabaum, Nina	0195561	PSY-101-J2	1/16/2019	5/22/2019
Dulabaum, Nina	0195561	PSY-101-NR	1/14/2019	5/16/2019
Dulabaum, Nina	0195561	PSY-201-1C	1/15/2019	5/16/2019
Dulabaum, Nina	0195561	PSY-215-1E	1/14/2019	5/16/2019
Dutt, Eric	0003181	ENG-101-8B	1/19/2019	5/11/2019
Dutt, Eric	0003181	ENG-101-P2	1/15/2019	5/14/2019
Dutt, Eric	0003181	ENG-102-Q2	1/17/2019	5/16/2019
Edgar, Jason	0195025	SPE-101-1C	1/15/2019	5/16/2019
Edgar, Jason	0195025	SPE-101-22	1/14/2019	5/13/2019
Edgar, Jason	0195025	SPE-101-3F	1/15/2019	5/16/2019
Edgar, Jason	0195025	SPE-101-4H	1/22/2019	5/16/2019
Edgar, Jason	0195025	SPE-101-L2	1/17/2019	5/16/2019
Eshafi, Nouri	0003179	ECE-120-21	1/14/2019	5/16/2019
Fabiyi, Edith	0000828	ECE-130-13	1/22/2019	2/26/2019
Fabiyi, Edith	0000828	OMT-102-H1	1/19/2019	3/16/2019
Fabiyi, Edith	0000828	OMT-127-1E	1/15/2019	5/14/2019
Fabiyi, Edith	0000828	OMT-140-1E	1/14/2019	5/15/2019
Fabiyi, Edith	0000828	OMT-215-11	1/15/2019	5/14/2019
Fabiyi, Edith	0000828	OMT-250-H1	1/14/2019	5/13/2019
Fabiyi, Edith	0000828	OMT-250-H1	1/14/2019	5/13/2019

Farina, Peter	0003210	BIO-203-3E	1/14/2019	5/15/2019
Farina, Peter	0003210	BIO-212-1F	1/15/2019	5/16/2019
Farina, Peter	0003210	BIO-212-1F	1/15/2019	5/16/2019
Farnsworth, Dan	0003212	HVA-120-11	1/17/2019	5/16/2019
Farnsworth, Dan	0003212	HVA-120-11	1/17/2019	5/16/2019
Farnsworth, Dan	0003212	HVA-120-21	1/15/2019	5/14/2019
Farnsworth, Dan	0003212	HVA-120-21	1/15/2019	5/14/2019
Festa, John	0024667	BUS-230-1E	1/15/2019	5/16/2019
Foley, Allyson	0170000	ECE-110-DE1	1/14/2019	5/16/2019
Foley, Allyson	0170000	ECE-110-DE2	1/14/2019	5/16/2019
Foltz, Chris	0162452	FIR-100-11	1/17/2019	5/16/2019
Foltz, Chris	0162452	FIR-170-11	1/15/2019	5/14/2019
Foltz, Chris	0162452	FIR-270-11	1/14/2019	5/13/2019
Fortier, Jr, George	0160558	ATM-120-1G	1/14/2019	5/15/2019
Fortier, Jr, George	0160558	ATM-120-1G	1/14/2019	5/15/2019
Fortier, Jr, George	0160558	ATM-206-1C	1/14/2019	5/15/2019
Fortier, Jr, George	0160558	ATM-206-1C	1/14/2019	5/15/2019
Franklin-Hammergren, Kirstin	0165935	HUM-150-5C	1/18/2019	5/10/2019
Gan, Xiaoling	0000938	CIS-170-H1	1/14/2019	5/13/2019
Gan, Xiaoling	0000938	CIS-170-H1	1/14/2019	5/13/2019
Gatyas, Kenton	0000935	HIS-103-NR	1/14/2019	5/16/2019
Gatyas, Kenton	0000935	HIS-104-NR	1/14/2019	5/16/2019
Gatyas, Kenton	0000935	HIS-105-22	1/17/2019	5/16/2019
Gatyas, Kenton	0000935	HIS-106-2F	1/15/2019	5/16/2019
Gatyas, Kenton	0000935	HIS-106-LC	1/15/2019	5/16/2019
Gatyas, Kenton	0000935	PHI-201-NR	1/14/2019	5/16/2019
Gatyas, Kenton	0000935	POL-201-NR	1/14/2019	5/16/2019
Gilligan, Brian	0000724	BUS-101-2D	1/14/2019	5/15/2019
Gilligan, Brian	0000724	BUS-101-3F	1/15/2019	5/16/2019
Gilligan, Brian	0000724	BUS-102-1F	1/15/2019	5/16/2019
Gilligan, Brian	0000724	BUS-102-3E	1/14/2019	5/16/2019

Gilligan, Brian	0000724	BUS-111-1E	1/14/2019	5/15/2019
Gilmartin, Beth	0040272	PHT-117-1B	1/16/2019	5/15/2019
Gilmartin, Beth	0040272	PHT-117-1B	1/16/2019	5/15/2019
Gilmartin, Beth	0040272	PHT-122-1B	1/16/2019	5/15/2019
Gilmartin, Beth	0040272	PHT-122-1B	1/16/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-5B	1/14/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-6C	1/14/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-7D	1/14/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-9E	1/14/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-H1	1/16/2019	5/15/2019
Ginley, Steven	0000896	SPE-101-KF	1/14/2019	5/15/2019
Glover, Brian	0156018	CAD-241-15	1/15/2019	5/16/2019
Glover, Brian	0156018	CAD-241-15	1/15/2019	5/16/2019
Gonzalez, Jose	0196183	MAT-110-DW1	1/14/2019	5/16/2019
Gonzalez, Jose	0196183	MAT-110-DW4	1/14/2019	5/16/2019
Gonzalez, Jose	0196183	MAT-110-DW5	1/14/2019	5/16/2019
Grady, Myeisha	0157185	SPE-101-8B	1/19/2019	5/11/2019
Grady, Myeisha	0157185	SPE-101-H2	1/15/2019	5/14/2019
Granholm, Donald	0190103	SCM-107-BCNR	1/14/2019	5/16/2019
Green, Amy	0189759	NUR-117-A1	2/25/2019	4/8/2019
Green, Amy	0189759	NUR-117-A2	2/25/2019	4/8/2019
Green, Amy	0189759	NUR-117-A3	2/25/2019	4/8/2019
Green, Amy	0189759	NUR-117-A4	2/25/2019	4/8/2019
Green, Amy	0189759	NUR-117-B1	4/9/2019	5/18/2019
Green, Amy	0189759	NUR-117-B2	4/10/2019	5/18/2019
Green, Amy	0189759	NUR-117-B3	4/9/2019	5/18/2019
Green, Amy	0189759	NUR-117-B4	4/10/2019	5/18/2019
Green, Amy	0189759	NUR-117-C1	1/14/2019	2/20/2019
Green, Amy	0189759	NUR-117-C2	1/14/2019	2/20/2019
Green, Amy	0189759	NUR-117-C3	1/14/2019	2/20/2019

Green, Amy	0189759	NUR-117-C4	1/14/2019	2/20/2019
Grice, James	0000892	BIO-203-2B	1/14/2019	5/15/2019
Grice, James	0000892	BIO-204-1B	1/15/2019	5/16/2019
Grice, James	0000892	BIO-212-2E	1/14/2019	5/15/2019
Grice, James	0000892	BIO-212-2E	1/14/2019	5/15/2019
Grice, James	0000892	BIO-212-3E	1/14/2019	5/15/2019
Grice, James	0000892	BIO-212-3E	1/14/2019	5/15/2019
Grice, James	0000892	BIO-212-H1	1/15/2019	5/16/2019
Grice, James	0000892	BIO-212-H2	2/1/2019	5/10/2019
Halm, James	0003110	SOC-100-22	1/15/2019	5/14/2019
Halm, James	0003110	SOC-102-1H	1/15/2019	5/16/2019
Halmon, Jamie	0000805	PEC-171-G4	1/14/2019	5/16/2019
Halmon, Jamie	0000805	PEC-172-G4	1/14/2019	5/16/2019
Halmon, Jamie	0000805	PEH-102-1B	1/15/2019	5/16/2019
Halmon, Jamie	0000805	PEH-102-2G	1/15/2019	5/16/2019
Halmon, Jamie	0000805	PEH-102-3E	1/14/2019	5/15/2019
Halmon, Jamie	0000805	PEH-102-4E	1/15/2019	5/16/2019
Halmon, Jamie	0000805	PEH-103-2F	1/15/2019	5/16/2019
Halmon, Jamie	0000805	PEH-103-4D	1/14/2019	5/15/2019
Halmon, Jamie	0000805	PEH-103-5F	1/14/2019	5/15/2019
Hauswald, Carol	0003113	ENG-084-4L	1/15/2019	5/16/2019
Helmus, Sara	0165694	CHM-105-2F	1/15/2019	5/16/2019
Helmus, Sara	0165694	CHM-105-2F	1/15/2019	5/16/2019
Helmus, Sara	0165694	CHM-105-3F	1/14/2019	5/15/2019
Helmus, Sara	0165694	CHM-106-21	1/15/2019	5/16/2019
Helmus, Sara	0165694	CHM-106-21	1/15/2019	5/16/2019
Hernandez, Francisco	0193606	NUR-116-A1	1/14/2019	2/16/2019
Hernandez, Francisco	0193606	NUR-116-A2	1/14/2019	2/16/2019
Hernandez, Francisco	0193606	NUR-116-A4	1/14/2019	2/15/2019
Hernandez, Francisco	0193606	NUR-116-B1	2/21/2019	4/6/2019
Hernandez, Francisco	0193606	NUR-116-B2	2/21/2019	4/3/2019
Hernandez, Francisco	0193606	NUR-116-B3	2/21/2019	4/4/2019
Hernandez, Francisco	0193606	NUR-116-B4	2/21/2019	4/5/2019
Hernandez, Francisco	0193606	NUR-116-C1	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-116-C2	4/9/2019	5/18/2019

Hernandez, Francisco	0193606	NUR-116-C3	4/9/2019	5/15/2019
Hernandez, Francisco	0193606	NUR-116-C4	4/9/2019	5/17/2019
Hernandez, Francisco	0193606	NUR-117-A1	2/25/2019	4/8/2019
Hernandez, Francisco	0193606	NUR-117-A2	2/25/2019	4/8/2019
Hernandez, Francisco	0193606	NUR-117-A3	2/25/2019	4/8/2019
Hernandez, Francisco	0193606	NUR-117-A4	2/25/2019	4/8/2019
Hernandez, Francisco	0193606	NUR-117-B1	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-117-B2	4/10/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-117-B3	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-117-B4	4/10/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-117-C1	1/14/2019	2/20/2019
Hernandez, Francisco	0193606	NUR-117-C2	1/14/2019	2/20/2019
Hernandez, Francisco	0193606	NUR-117-C3	1/14/2019	2/20/2019
Hernandez, Francisco	0193606	NUR-117-C4	1/14/2019	2/20/2019
Hernandez, Francisco	0193606	NUR-118-A1	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-118-A2	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-118-A3	4/9/2019	5/17/2019
Hernandez, Francisco	0193606	NUR-118-A4	4/9/2019	5/18/2019
Hernandez, Francisco	0193606	NUR-118-B1	1/15/2019	2/16/2019
Hernandez, Francisco	0193606	NUR-118-B2	1/15/2019	2/16/2019
Hernandez, Francisco	0193606	NUR-118-B3	1/15/2019	2/16/2019
Hernandez, Francisco	0193606	NUR-118-B4	1/15/2019	5/9/2019
Hernandez, Francisco	0193606	NUR-118-C1	2/21/2019	4/6/2019
Hernandez, Francisco	0193606	NUR-118-C2	2/21/2019	4/6/2019
Hernandez, Francisco	0193606	NUR-118-C3	2/21/2019	4/6/2019
Hernandez, Francisco	0193606	NUR-118-C4	2/21/2019	4/6/2019
Hernandez, Francisco	0193606	NUR-216-A1	1/15/2019	4/12/2019
Hernandez, Francisco	0193606	NUR-216-A2	1/15/2019	4/12/2019
Hernandez, Francisco	0193606	NUR-216-A3	1/15/2019	4/12/2019
Hernandez, Francisco	0193606	NUR-216-A4	1/15/2019	4/12/2019

Hernandez, Francisco	0193606	NUR-216-B1	1/14/2019	4/10/2019
Hernandez, Francisco	0193606	NUR-216-B2	1/14/2019	4/11/2019
Hernandez, Francisco	0193606	NUR-216-B3	1/14/2019	4/11/2019
Hernandez, Francisco	0193606	NUR-216-B4	1/14/2019	4/10/2019
Hernandez, Francisco	0193606	NUR-216-B5	1/14/2019	4/10/2019
Hernandez, Francisco	0193606	NUR-216-B6	1/14/2019	4/10/2019
Hernandez, Francisco	0193606	NUR-218-A1	1/15/2019	5/14/2019
Hernandez, Francisco	0193606	NUR-218-B1	1/14/2019	5/15/2019
Hirsch, Maynard	0002953	BIO-102-91	1/14/2019	5/15/2019
Hirsch, Maynard	0002953	BIO-102-91	1/14/2019	5/15/2019
Imburgia, Joseph	0002912	PSY-101-1B	1/15/2019	5/16/2019
Imburgia, Joseph	0002912	PSY-101-2C	1/15/2019	5/16/2019
Imburgia, Joseph	0002912	PSY-211-1F	1/15/2019	5/16/2019
Jacobek, Nancy	0162842	ECE-110-DW1	1/14/2019	5/16/2019
Jacobek, Nancy	0162842	ECE-110-DW2	1/14/2019	5/16/2019
Jacobek, Nancy	0162842	ECE-110-DW3	1/14/2019	5/16/2019
Jenkins, Anthony	0003136	BIO-102-KC	1/19/2019	5/11/2019
Jenkins, Anthony	0003136	BIO-102-KC	1/19/2019	5/11/2019
Jonas, David	0060105	HVA-103-11	1/14/2019	5/13/2019
Jonas, David	0060105	HVA-103-11	1/14/2019	5/13/2019
Jonas, David	0060105	HVA-104-11	1/15/2019	5/14/2019
Jonas, David	0060105	HVA-104-11	1/15/2019	5/14/2019
Jonas, David	0060105	HVA-204-11	1/16/2019	5/15/2019
Jonas, David	0060105	HVA-204-11	1/16/2019	5/15/2019
Jonas, David	0060105	HVA-206-11	1/18/2019	5/10/2019
Karasek, Robert	0003153	CAD-100-8B	1/19/2019	5/11/2019
Karasek, Robert	0003153	CAD-100-8B	1/19/2019	5/11/2019
Karlberg, Jeffrey	0020803	SCM-101-NR	1/14/2019	5/16/2019
Kasprowicz, Michael	0000870	ANT-101-1J	1/17/2019	5/16/2019
Kasprowicz, Michael	0000870	ANT-102-12	1/15/2019	5/14/2019
Kasprowicz, Michael	0000870	ANT-102-2G	1/14/2019	5/15/2019
Kasprowicz, Michael	0000870	HIS-103-2D	1/14/2019	5/15/2019
Kasprowicz, Michael	0000870	HIS-104-1F	1/14/2019	5/15/2019

Kasprowicz, Michael	0000870	PHI-126-1C	1/14/2019	5/15/2019
Kasprowicz, Michael	0000870	PHI-126-22	1/17/2019	5/16/2019
Kelikian, Toula	0003157	NUR-118-A1	4/9/2019	5/18/2019
Kelikian, Toula	0003157	NUR-118-A2	4/9/2019	5/18/2019
Kelikian, Toula	0003157	NUR-118-A3	4/9/2019	5/17/2019
Kelikian, Toula	0003157	NUR-118-A4	4/9/2019	5/18/2019
Kelikian, Toula	0003157	NUR-118-B1	1/15/2019	2/16/2019
Kelikian, Toula	0003157	NUR-118-B2	1/15/2019	2/16/2019
Kelikian, Toula	0003157	NUR-118-B3	1/15/2019	2/16/2019
Kelikian, Toula	0003157	NUR-118-B4	1/15/2019	5/9/2019
Kelikian, Toula	0003157	NUR-118-C1	2/21/2019	4/6/2019
Kelikian, Toula	0003157	NUR-118-C2	2/21/2019	4/6/2019
Kelikian, Toula	0003157	NUR-118-C3	2/21/2019	4/6/2019
Kelikian, Toula	0003157	NUR-118-C4	2/21/2019	4/6/2019
Khalifeh, Khalaf	0106675	BIO-102-1C	1/14/2019	5/16/2019
Khalifeh, Khalaf	0106675	BIO-102-2C	1/15/2019	5/16/2019
Khalifeh, Khalaf	0106675	BIO-102-3C	1/15/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-100-1C	1/14/2019	5/15/2019
Knickerbocker, Sharon	0158400	MUS-100-2E	1/14/2019	5/15/2019
Knickerbocker, Sharon	0158400	MUS-130-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-131-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-160-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-161-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-230-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-231-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-260-1R	1/18/2019	5/16/2019
Knickerbocker, Sharon	0158400	MUS-261-1R	1/18/2019	5/16/2019
Labno, David	0107914	MAT-084-3E	1/14/2019	3/7/2019
Labno, David	0107914	MAT-085-3E	3/12/2019	5/16/2019
Lasorella, Dalanina	0003171	CPS-111-H5	1/17/2019	5/16/2019

Lasorella, Dalania	0003171	CPS-111-H5	1/17/2019	5/16/2019
Leven, Robert	0003176	BIO-203-41	1/14/2019	5/15/2019
Li, Jiarong	0190139	MAT-102-8B	1/19/2019	5/11/2019
Litwicki, Mark	0000833	ENG-088-KL	1/14/2019	5/15/2019
Litwicki, Mark	0000833	ENG-101-KD	1/14/2019	5/15/2019
Litwicki, Mark	0000833	ENG-101-MF	1/14/2019	5/15/2019
Lopez, Noe	0003094	MAT-100-11	1/18/2019	5/10/2019
LoPresti, Joseph	0002037	ART-103-32	1/29/2019	5/16/2019
LoPresti, Joseph	0002037	ART-120-22	1/14/2019	5/13/2019
Lorgus, Richard	0027824	BUS-106-1F	1/15/2019	5/16/2019
Lorgus, Richard	0027824	BUS-106-22	1/16/2019	5/15/2019
Lyons, Kenneth	0003100	LAW-205-11	1/16/2019	5/15/2019
Lyons, Kenneth	0003100	LAW-207-1B	1/15/2019	5/16/2019
Lyons, Kenneth	0003100	LAW-208-1F	1/15/2019	5/16/2019
Mallett, Klaudia	0173996	PSY-101-8B	1/19/2019	5/11/2019
Mallett, Klaudia	0173996	PSY-215-8B	1/19/2019	5/11/2019
Manning, Bryant	0194869	ENG-082-1F	1/15/2019	5/16/2019
Manning, Bryant	0194869	ENG-101-LE	1/14/2019	5/15/2019
Manning, Bryant	0194869	ENG-102-JC	1/14/2019	5/15/2019
Manning, Bryant	0194869	ENG-102-KD	1/14/2019	5/15/2019
Markel, Carolyn	0192111	NUR-116-A1	1/14/2019	2/16/2019
Markel, Carolyn	0192111	NUR-116-A2	1/14/2019	2/16/2019
Markel, Carolyn	0192111	NUR-116-A3	1/15/2019	2/14/2019
Markel, Carolyn	0192111	NUR-116-A4	1/14/2019	2/15/2019
Markel, Carolyn	0192111	NUR-116-B1	2/21/2019	4/6/2019
Markel, Carolyn	0192111	NUR-116-B2	2/21/2019	4/3/2019
Markel, Carolyn	0192111	NUR-116-B3	2/21/2019	4/4/2019
Markel, Carolyn	0192111	NUR-116-B4	2/21/2019	4/5/2019
Markel, Carolyn	0192111	NUR-116-C1	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-116-C2	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-116-C3	4/9/2019	5/15/2019
Markel, Carolyn	0192111	NUR-116-C4	4/9/2019	5/17/2019
Markel, Carolyn	0192111	NUR-117-A1	2/25/2019	4/8/2019

Markel, Carolyn	0192111	NUR-117-A2	2/25/2019	4/8/2019
Markel, Carolyn	0192111	NUR-117-A3	2/25/2019	4/8/2019
Markel, Carolyn	0192111	NUR-117-A4	2/25/2019	4/8/2019
Markel, Carolyn	0192111	NUR-117-B1	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-117-B2	4/10/2019	5/18/2019
Markel, Carolyn	0192111	NUR-117-B3	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-117-B4	4/10/2019	5/18/2019
Markel, Carolyn	0192111	NUR-117-C1	1/14/2019	2/20/2019
Markel, Carolyn	0192111	NUR-117-C2	1/14/2019	2/20/2019
Markel, Carolyn	0192111	NUR-117-C3	1/14/2019	2/20/2019
Markel, Carolyn	0192111	NUR-117-C4	1/14/2019	2/20/2019
Markel, Carolyn	0192111	NUR-118-A1	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-118-A2	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-118-A3	4/9/2019	5/17/2019
Markel, Carolyn	0192111	NUR-118-A4	4/9/2019	5/18/2019
Markel, Carolyn	0192111	NUR-118-B1	1/15/2019	2/16/2019
Markel, Carolyn	0192111	NUR-118-B2	1/15/2019	2/16/2019
Markel, Carolyn	0192111	NUR-118-B3	1/15/2019	2/16/2019
Markel, Carolyn	0192111	NUR-118-B4	1/15/2019	5/9/2019
Markel, Carolyn	0192111	NUR-118-C1	2/21/2019	4/6/2019
Markel, Carolyn	0192111	NUR-118-C2	2/21/2019	4/6/2019
Markel, Carolyn	0192111	NUR-118-C3	2/21/2019	4/6/2019
Markel, Carolyn	0192111	NUR-118-C4	2/21/2019	4/6/2019
Markel, Carolyn	0192111	NUR-216-A1	1/15/2019	4/12/2019
Markel, Carolyn	0192111	NUR-216-A2	1/15/2019	4/12/2019
Markel, Carolyn	0192111	NUR-216-A3	1/15/2019	4/12/2019
Markel, Carolyn	0192111	NUR-216-A4	1/15/2019	4/12/2019
Markel, Carolyn	0192111	NUR-216-B1	1/14/2019	4/10/2019
Markel, Carolyn	0192111	NUR-216-B2	1/14/2019	4/11/2019
Markel, Carolyn	0192111	NUR-216-B3	1/14/2019	4/11/2019
Markel, Carolyn	0192111	NUR-216-B4	1/14/2019	4/10/2019
Markel, Carolyn	0192111	NUR-216-B5	1/14/2019	4/10/2019

Markel, Carolyn	0192111	NUR-216-B6	1/14/2019	4/10/2019
Markel, Carolyn	0192111	NUR-218-A1	1/15/2019	5/14/2019
Markel, Carolyn	0192111	NUR-218-B1	1/14/2019	5/15/2019
Marquez, Carlos	0037631	CAD-227-1L	1/15/2019	5/16/2019
Marquez, Carlos	0037631	CAD-227-1L	1/15/2019	5/16/2019
Martinez Jr, Salvador	0167581	ENG-075-A1	1/14/2019	5/16/2019
Martinez Jr, Salvador	0167581	ENG-076-A1	1/14/2019	5/15/2019
Martinez Jr, Salvador	0167581	ENG-077-A1	1/15/2019	5/16/2019
Martino, Shannon	0183993	ART-125-1J	1/14/2019	5/15/2019
Martino, Shannon	0183993	ART-126-1G	1/14/2019	5/15/2019
Matthews, Kay	0003106	ECE-100-1F	1/14/2019	5/15/2019
Matthews, Kay	0003106	ECE-207-1J	1/16/2019	5/15/2019
Medina, Gabriel	0016851	CAD-237-8B	1/19/2019	5/11/2019
Medina, Gabriel	0016851	CAD-237-8B	1/19/2019	5/11/2019
Merrill, Willie	0088242	PHT-125-1B	1/15/2019	3/12/2019
Merrill, Willie	0088242	PHT-125-1B	1/15/2019	3/12/2019
Merrill, Willie	0088242	PHT-125-2B	1/17/2019	3/14/2019
Merrill, Willie	0088242	PHT-125-2B	1/17/2019	3/14/2019
Miculinic, Bonnie	0002885	HUM-154-3G	1/14/2019	5/15/2019
Miculinic, Bonnie	0002885	HUM-154-8B	1/19/2019	5/11/2019
Miranda, Ashley	0170780	ENG-086-2E	1/15/2019	5/16/2019
Miranda, Ashley	0170780	ENG-088-L2	1/23/2019	5/15/2019
Miranda, Ashley	0170780	ENG-101-1B	1/15/2019	5/16/2019
Miranda, Ashley	0170780	ENG-101-6F	1/22/2019	5/16/2019
Mohr, Michele	0000769	ENG-088-8D	1/14/2019	5/15/2019
Mohr, Michele	0000769	ENG-101-JC	1/14/2019	5/15/2019
Mohr, Michele	0000769	ENG-102-LC	1/15/2019	5/16/2019
Montgomery, Jered	0002467	HUM-150-2C	1/15/2019	5/16/2019
Montgomery, Jered	0002467	MUS-100-32	1/16/2019	5/15/2019
Montgomery, Jered	0002467	MUS-142-1R	1/18/2019	5/16/2019
Montgomery, Jered	0002467	MUS-143-1R	1/18/2019	5/16/2019
Montgomery, Jered	0002467	MUS-172-1R	1/18/2019	5/16/2019

Montgomery, Jered	0002467	MUS-242-1R	1/18/2019	5/16/2019
Montgomery, Jered	0002467	MUS-243-1R	1/18/2019	5/16/2019
Montgomery, Jered	0002467	MUS-272-1R	1/18/2019	5/16/2019
Montgomery, Jered	0002467	MUS-273-1R	1/18/2019	5/16/2019
Moore, Linda	0000839	HCP-130-13	1/15/2019	5/14/2019
Moore, Linda	0000839	HCP-130-23	1/17/2019	5/16/2019
Moore, Linda	0000839	TPM-100-11	3/27/2019	5/15/2019
Moore, Linda	0000839	TPM-100-11	3/27/2019	5/15/2019
Moore, Linda	0000839	TPM-210-8B	1/19/2019	5/11/2019
Moore, Linda	0000839	TPM-210-8B	1/19/2019	5/11/2019
Moreno, Benjamin	0155712	LAW-101-NR	1/14/2019	5/16/2019
Moreno, Benjamin	0155712	LAW-104-1E	1/15/2019	5/16/2019
Moreno, Berta	0076708	BUS-242-H1	1/17/2019	5/16/2019
Moreno, Berta	0076708	OMT-214-NR	1/17/2019	5/16/2019
Moreno, Berta	0076708	OMT-242-H1	1/17/2019	5/16/2019
Moses, Calvin	0003131	EDU-100-11	1/14/2019	5/13/2019
Mota Andrade, Jorge	0192221	BIO-204-34	1/15/2019	5/16/2019
Mota Andrade, Jorge	0192221	BIO-204-5E	1/14/2019	5/15/2019
Mota Andrade, Jorge	0192221	BIO-212-H3	1/14/2019	5/15/2019
Mulvey, Irene	0192112	NUR-105-A1	1/15/2019	5/16/2019
Mulvey, Irene	0192112	NUR-105-A1	1/15/2019	5/16/2019
Mulvey, Irene	0192112	NUR-105-EC	1/16/2019	5/18/2019
Murphy, Martha	0002935	BUS-130-12	1/16/2019	5/15/2019
Napoletano, Elizabeth	0000862	GSP-111-1G	1/18/2019	5/10/2019
Napoletano, Elizabeth	0000862	GSP-111-1G	1/18/2019	5/10/2019
Nedza, Michael	0000815	HUM-150-1B	1/15/2019	5/16/2019
Nedza, Michael	0000815	HUM-150-3G	1/14/2019	5/15/2019
Nedza, Michael	0000815	SPE-101-JE	1/14/2019	5/15/2019
Nedza, Michael	0000815	SPE-101-LC	1/14/2019	5/16/2019
Nedza, Michael	0000815	THR-110-1F	1/14/2019	5/15/2019
Obermaier, Jill	0170002	ART-117-DW1	1/14/2019	5/16/2019

Obermaier, Jill	0170002	ART-117-DW2	1/14/2019	5/16/2019
Obermaier, Jill	0170002	ART-117-DW3	1/14/2019	5/16/2019
Obermaier, Jill	0170002	ART-117-DW4	1/14/2019	5/16/2019
O'Halloran, Denis	0081992	FIR-132-11	1/16/2019	5/15/2019
Ostojic, Gordana	0195021	PHS-101-5G	1/14/2019	5/15/2019
Ostojic, Gordana	0195021	PHY-100-1G	1/15/2019	5/16/2019
Ostojic, Gordana	0195021	PHY-100-1G	1/15/2019	5/16/2019
Ostojic, Gordana	0195021	PHY-102-1B	1/14/2019	5/16/2019
Ostojic, Gordana	0195021	PHY-102-1B	1/14/2019	5/16/2019
Paez, Elizabeth	0000747	MAT-080-5H	1/14/2019	5/15/2019
Paez, Elizabeth	0000747	MAT-083-5D	1/14/2019	3/7/2019
Paez, Elizabeth	0000747	MAT-083-6G	1/14/2019	3/7/2019
Paez, Elizabeth	0000747	MAT-084-5D	3/12/2019	5/16/2019
Paez, Elizabeth	0000747	MAT-084-6G	3/12/2019	5/16/2019
Paez, Elizabeth	0000747	MAT-085-5F	1/14/2019	3/7/2019
Paez, Elizabeth	0000747	MAT-086-5F	3/12/2019	5/16/2019
Paez, Elizabeth	0000747	MAT-105-1C	1/14/2019	5/16/2019
Paluka, Stephanie	0197372	PHT-122-2B	1/18/2019	5/15/2019
Paluka, Stephanie	0197372	PHT-122-2B	1/18/2019	5/15/2019
Pearson, Dennis	0002913	BIO-152-1C	1/14/2019	5/15/2019
Pearson, Dennis	0002913	BIO-152-1C	1/14/2019	5/15/2019
Pearson, Dennis	0002913	BIO-203-1B	1/15/2019	5/16/2019
Pearson, Dennis	0002913	BIO-204-2F	1/15/2019	5/16/2019
Pearson, Doug	0196188	MAT-110-DE5	1/14/2019	5/16/2019
Pearson, Doug	0196188	MAT-110-DE6	1/14/2019	5/16/2019
Pearson, Doug	0196188	MAT-110-DE7	1/14/2019	5/16/2019
Pencheva, Tsonka	0000820	ECE-101-1F	1/15/2019	5/16/2019
Pencheva, Tsonka	0000820	ECE-105-1E	1/14/2019	5/15/2019
Pencheva, Tsonka	0000820	ECE-110-1J	1/14/2019	5/13/2019
Pencheva, Tsonka	0000820	ECE-115-11	1/17/2019	5/16/2019
Pencheva, Tsonka	0000820	ECE-115-2C	1/15/2019	5/16/2019

Pencheva, Tsonka	0000820	ECE-125-1E	1/15/2019	5/16/2019
Pencheva, Tsonka	0000820	ECE-203-1J	1/17/2019	5/16/2019
Pencheva, Tsonka	0000820	ECE-260-H1	1/15/2019	5/14/2019
Pencheva, Tsonka	0000820	ECE-260-H1	1/15/2019	5/14/2019
Perusich, James	0003160	ENG-086-4L	1/15/2019	5/16/2019
Perusich, James	0003160	ENG-102-O2	1/15/2019	5/14/2019
Phillips, Cynthia	0197973	NUR-105-EC	1/16/2019	5/18/2019
Phillips, Cynthia	0197973	NUR-105-EC	1/16/2019	5/18/2019
Ploszaj, Randi	0194866	ENG-086-52	1/14/2019	5/15/2019
Ploszaj, Randi	0194866	ENG-086-7E	1/14/2019	5/15/2019
Ploszaj, Randi	0194866	ENG-102-3C	1/15/2019	5/16/2019
Ploszaj, Randi	0194866	ENG-102-6E	1/15/2019	5/16/2019
Primm, Rebecca	0160605	ART-102-1F	1/15/2019	5/16/2019
Primm, Rebecca	0160605	ART-113-1C	1/15/2019	5/16/2019
Primm, Rebecca	0160605	ART-117-1J	1/14/2019	5/15/2019
Primm, Rebecca	0160605	ART-130-1D	1/14/2019	5/15/2019
Primm, Rebecca	0160605	ART-213-1C	1/15/2019	5/16/2019
Pulaski, Andrew	0195558	LAW-105-1C	1/15/2019	5/16/2019
Pulaski, Andrew	0195558	LAW-202-11	1/15/2019	5/14/2019
Pulaski, Andrew	0195558	LAW-204-1F	1/14/2019	5/15/2019
Pulaski, Andrew	0195558	LAW-204-31	1/16/2019	5/15/2019
Radek-Carreon, Mary	0196185	MAT-110-DW2	1/14/2019	5/16/2019
Radek-Carreon, Mary	0196185	MAT-110-DW3	1/14/2019	5/16/2019
Radek-Carreon, Mary	0196185	MAT-110-DW6	1/14/2019	5/16/2019
Radek-Carreon, Mary	0196185	MAT-110-DW7	1/14/2019	5/16/2019
Raymond, Mary	0156449	PHT-117-2B	1/18/2019	5/15/2019
Raymond, Mary	0156449	PHT-117-2B	1/18/2019	5/15/2019
Raymond, Mary	0156449	PHT-124-1G	1/14/2019	5/13/2019
Raymond, Mary	0156449	PHT-124-1G	1/14/2019	5/13/2019
Raymond, Mary	0156449	PHT-224-H1	1/16/2019	5/16/2019
Raymond, Mary	0156449	PHT-225-H1	1/14/2019	5/16/2019
Reft, Jennifer	0000726	PHT-101-NR	1/14/2019	5/16/2019
Reft, Jennifer	0000726	PHT-115-1B	1/14/2019	5/14/2019
Reft, Jennifer	0000726	PHT-115-1B	1/14/2019	5/14/2019

Reft, Jennifer	0000726	PHT-115-2B	1/14/2019	5/15/2019
Reft, Jennifer	0000726	PHT-220-H1	1/15/2019	5/16/2019
Regan, Lara	0002202	MUS-140-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-141-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-170-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-171-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-240-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-241-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-270-1R	1/18/2019	5/16/2019
Regan, Lara	0002202	MUS-271-1R	1/18/2019	5/16/2019
Reynard, Michael	0003168	MAT-080-8B	2/2/2019	5/11/2019
Ritz, Jim	0003172	LAW-206-11	1/15/2019	5/14/2019
Ritz, Jim	0003172	LAW-210-1B	1/15/2019	5/16/2019
Roman, Daniel	0056628	ART-103-1J	1/14/2019	5/15/2019
Roman, Daniel	0056628	ART-103-2C	1/15/2019	5/16/2019
Roman, Daniel	0056628	ART-104-1C	1/15/2019	5/16/2019
Roman, Daniel	0056628	ART-105-1F	1/14/2019	5/16/2019
Roman, Daniel	0056628	ART-203-1C	1/14/2019	5/15/2019
Roman, Daniel	0056628	ART-205-1F	1/14/2019	5/15/2019
Romero Yuste, Maria	0165693	HUM-154-1F	1/15/2019	5/16/2019
Romero Yuste, Maria	0165693	HUM-154-2H	1/15/2019	5/16/2019
Romero Yuste, Maria	0165693	SPN-101-2G	1/14/2019	5/15/2019
Romero Yuste, Maria	0165693	SPN-102-1C	1/15/2019	5/16/2019
Romero Yuste, Maria	0165693	SPN-130-1E	1/14/2019	5/15/2019
Romero Yuste, Maria	0165693	SPN-202-1C	1/14/2019	5/15/2019
Romero Yuste, Maria	0165693	SPN-215-1E	1/15/2019	5/16/2019
Ruiz, Ruben	0000797	OMT-216-11	1/15/2019	2/26/2019
Ruiz, Ruben	0000797	OMT-218-15	1/15/2019	2/26/2019
Ruiz, Ruben	0000797	OMT-219-H1	3/5/2019	5/14/2019
Ruiz, Ruben	0000797	OMT-223-H1	3/5/2019	5/14/2019
Russo Neri, Trisha	0197705	MAT-085-2E	1/14/2019	3/7/2019

Russo Neri, Trisha	0197705	MAT-085-4K	1/15/2019	3/7/2019
Russo Neri, Trisha	0197705	MAT-085-65	1/15/2019	3/7/2019
Russo Neri, Trisha	0197705	MAT-086-2E	3/12/2019	5/16/2019
Russo Neri, Trisha	0197705	MAT-086-4K	3/12/2019	5/16/2019
Russo Neri, Trisha	0197705	MAT-086-65	3/12/2019	5/16/2019
Russo Neri, Trisha	0197705	MAT-105-42	1/15/2019	5/16/2019
Ruutelmann, Lembit	0196187	MAT-110-DE10	1/14/2019	5/16/2019
Ruutelmann, Lembit	0196187	MAT-110-DE11	1/14/2019	5/16/2019
Ruutelmann, Lembit	0196187	MAT-110-DE8	1/14/2019	5/16/2019
Ruutelmann, Lembit	0196187	MAT-110-DE9	1/14/2019	5/16/2019
Samplawski, Phyllis	0156479	SOC-100-8B	1/19/2019	5/11/2019
Samplawski, Phyllis	0156479	SOC-101-22	1/16/2019	5/15/2019
Sanchez, Alejandro	0197693	MAT-083-2H	1/14/2019	3/7/2019
Sanchez, Alejandro	0197693	MAT-083-8K	1/14/2019	3/6/2019
Sanchez, Alejandro	0197693	MAT-083-92	1/14/2019	3/6/2019
Sanchez, Alejandro	0197693	MAT-084-2H	3/12/2019	5/16/2019
Sanchez, Alejandro	0197693	MAT-084-8K	3/13/2019	5/15/2019
Sanchez, Alejandro	0197693	MAT-084-92	3/13/2019	5/15/2019
Sanchez, Alejandro	0197693	MAT-085-82	1/15/2019	3/7/2019
Sanchez, Alejandro	0197693	MAT-086-82	3/12/2019	5/16/2019
Sanchez, Luis	0000907	CAD-100-1B	1/15/2019	5/16/2019
Sanchez, Luis	0000907	CAD-100-1B	1/15/2019	5/16/2019
Sanchez, Luis	0000907	CAD-100-EC	1/28/2019	5/16/2019
Sanchez, Luis	0000907	CAD-100-EC	1/28/2019	5/16/2019
Sanchez, Luis	0000907	CAD-101-1D	1/15/2019	5/16/2019
Sanchez, Luis	0000907	CAD-101-1D	1/15/2019	5/16/2019
Sanchez, Luis	0000907	CAD-102-1G	1/15/2019	5/16/2019
Sanchez, Luis	0000907	CAD-104-1L	1/14/2019	5/15/2019
Sanchez, Luis	0000907	CAD-104-1L	1/14/2019	5/15/2019
Sanchez, Luis	0000907	CAD-205-15	1/14/2019	5/15/2019
Sanchez, Luis	0000907	CAD-205-15	1/14/2019	5/15/2019
Sanchez, Luis	0000907	CAD-215-1L	1/18/2019	5/10/2019
Sanchez, Luis	0000907	CAD-215-1L	1/18/2019	5/10/2019

Sanchez, Luis	0000907	EGR-110-1G	1/15/2019	5/16/2019
Sanchez, Luis	0000907	EGR-111-1L	1/14/2019	5/15/2019
Sandoval, Jamie	0003018	CIS-181-12	1/15/2019	5/16/2019
Sandoval, Jamie	0003018	CIS-181-12	1/15/2019	5/16/2019
Sanei, Maxwell	0162444	PEH-101-2D	1/14/2019	5/15/2019
Sarther, Diane	0000737	NUR-216-A1	1/15/2019	4/12/2019
Sarther, Diane	0000737	NUR-216-A2	1/15/2019	4/12/2019
Sarther, Diane	0000737	NUR-216-A3	1/15/2019	4/12/2019
Sarther, Diane	0000737	NUR-216-A4	1/15/2019	4/12/2019
Sarther, Diane	0000737	NUR-218-A1	1/15/2019	5/14/2019
Sasseti, James	0003149	LAW-104-22	1/17/2019	5/16/2019
Sasseti, James	0003149	LAW-210-21	1/14/2019	5/13/2019
Schmidt, Joseph	0003134	CIS-136-12	1/14/2019	5/15/2019
Schmidt, Joseph	0003134	CIS-136-12	1/14/2019	5/15/2019
Schmidt, Michael	0192448	ENG-102-1B	1/15/2019	5/16/2019
Schmidt, Michael	0192448	ENG-102-9B	1/14/2019	5/15/2019
Schrey, Courtney	0160546	CHM-100-3B	1/14/2019	5/15/2019
Schrey, Courtney	0160546	CHM-100-3B	1/14/2019	5/15/2019
Schultz, Arthur	0163224	BUS-201-12	1/14/2019	5/13/2019
Sedaie, Behrooz	0002668	ECO-101-1E	1/14/2019	5/15/2019
Sedaie, Behrooz	0002668	ECO-101-22	1/15/2019	5/14/2019
Sedaie, Behrooz	0002668	ECO-101-3E	1/14/2019	5/15/2019
Sedaie, Behrooz	0002668	ECO-101-4F	1/14/2019	5/15/2019
Sedaie, Behrooz	0002668	ECO-102-2C	1/15/2019	5/16/2019
Selvaggio, Nicole	0189751	ENG-101-9B	1/14/2019	5/15/2019
Selvaggio, Nicole	0189751	ENG-102-8B	1/26/2019	5/11/2019
Seo, Kymberly	0000731	BIO-203-H1	1/15/2019	5/14/2019
Seo, Kymberly	0000731	BIO-203-H2	1/14/2019	5/13/2019
Seo, Kymberly	0000731	BIO-204-H1	1/14/2019	5/13/2019
Seo, Kymberly	0000731	BIO-204-NR	1/14/2019	5/16/2019
Seo, Kymberly	0000731	BIO-212-H1	1/15/2019	5/16/2019
Seo, Kymberly	0000731	BIO-212-H2	2/1/2019	5/10/2019
Seo, Kymberly	0000731	BIO-212-H3	1/14/2019	5/15/2019

Skov, Erik	0194372	MUS-134-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-135-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-164-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-165-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-234-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-235-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-264-1R	1/18/2019	5/16/2019
Skov, Erik	0194372	MUS-265-1R	1/18/2019	5/16/2019
Skurski, Katherine	0197678	NUR-216-B1	1/14/2019	4/10/2019
Skurski, Katherine	0197678	NUR-216-B2	1/14/2019	4/11/2019
Skurski, Katherine	0197678	NUR-216-B3	1/14/2019	4/11/2019
Skurski, Katherine	0197678	NUR-216-B4	1/14/2019	4/10/2019
Skurski, Katherine	0197678	NUR-216-B5	1/14/2019	4/10/2019
Skurski, Katherine	0197678	NUR-216-B6	1/14/2019	4/10/2019
Skurski, Katherine	0197678	NUR-218-B1	1/14/2019	5/15/2019
Sleeth, Bradley	0003089	GEL-101-1B	1/15/2019	5/16/2019
Sleeth, Bradley	0003089	GEL-101-1B	1/15/2019	5/16/2019
Sleeth, Bradley	0003089	GEL-101-2J	1/14/2019	5/15/2019
Sleeth, Bradley	0003089	GEL-101-2J	1/14/2019	5/15/2019
Sleeth, Bradley	0003089	PHS-101-2E	1/15/2019	5/16/2019
Sleeth, Bradley	0003089	PHS-101-3F	1/15/2019	5/16/2019
Smith, Caleb	0195181	ART-120-1E	1/15/2019	5/16/2019
Smith, Duane	0003170	ATM-105-1C	1/15/2019	5/16/2019
Smith, Duane	0003170	ATM-105-1C	1/15/2019	5/16/2019
Smith-Irowa, Pamela	0003165	ENG-084-3F	1/15/2019	5/16/2019
Smith-Irowa, Pamela	0003165	ENG-086-6B	1/23/2019	5/15/2019
Smith-Irowa, Pamela	0003165	ENG-101-2B	1/15/2019	5/16/2019
Smith, Jeanine	0181260	HIT-103-1H	1/18/2019	5/10/2019
Smith, Jeanine	0181260	HIT-103-1H	1/18/2019	5/10/2019
Smith, Jeanine	0181260	PEH-103-3K	1/15/2019	5/16/2019
Sonnier, Celeste	0000939	ENG-088-4H	1/14/2019	5/16/2019
Sonnier, Celeste	0000939	ENG-101-NG	1/14/2019	5/15/2019
Sonnier, Celeste	0000939	ENG-102-LE	1/14/2019	5/15/2019
Sonnier, Celeste	0000939	ENG-102-MF	1/14/2019	5/15/2019

Spaniol, Scott	0000943	MAT-102-1B	1/14/2019	5/16/2019
Spaniol, Scott	0000943	MAT-105-2D	1/14/2019	5/16/2019
Spaniol, Scott	0000943	MAT-141-1F	1/14/2019	5/16/2019
Spaniol, Scott	0000943	MAT-201-1E	1/14/2019	5/16/2019
Spaniol, Scott	0000943	MAT-215-EC	1/14/2019	5/16/2019
Spoleti, Thomas	0003155	PHI-125-3A	1/14/2019	5/15/2019
Spoleti, Thomas	0003155	PHI-201-1C	1/14/2019	5/15/2019
Stanukinas, Melissa	0160304	BIO-102-4C	1/15/2019	5/16/2019
Stanukinas, Melissa	0160304	BIO-102-61	1/15/2019	5/16/2019
Stanukinas, Melissa	0160304	BIO-102-61	1/15/2019	5/16/2019
Stanukinas, Melissa	0160304	BIO-212-42	1/14/2019	5/15/2019
Stanukinas, Melissa	0160304	BIO-212-42	1/14/2019	5/15/2019
Steadman, Michael	0182711	CHM-100-4F	1/14/2019	5/15/2019
Steadman, Michael	0182711	CHM-100-4F	1/14/2019	5/15/2019
Stefano, Margaret	0167639	CIS-132-DE1	1/13/2019	5/16/2019
Stefano, Margaret	0167639	CIS-132-DE2	1/13/2019	5/16/2019
Stefano, Margaret	0167639	CIS-180-DE4	1/14/2019	5/16/2019
Stefano, Margaret	0167639	CIS-180-DE4	1/14/2019	5/16/2019
Stefano, Margaret	0167639	CIS-180-DE7	1/14/2019	5/16/2019
Stefano, Margaret	0167639	CIS-180-DE7	1/14/2019	5/16/2019
Stefanski, Eric	0184165	HUM-150-42	1/17/2019	5/16/2019
Stevens, Jane	0003141	ART-115-8B	1/19/2019	5/11/2019
Stevens, Jane	0003141	ART-116-8B	1/19/2019	5/11/2019
Stewart, Constance	0003137	MAT-080-42	1/15/2019	5/16/2019
Styer, Audrey	0000761	CIS-102-1E	1/15/2019	5/16/2019
Styer, Audrey	0000761	CIS-102-2L	1/15/2019	5/16/2019
Styer, Audrey	0000761	CPS-111-H3	1/15/2019	5/16/2019
Styer, Audrey	0000761	CPS-111-H3	1/15/2019	5/16/2019
Styer, Audrey	0000761	CPS-111-NR	1/14/2019	5/16/2019
Styer, Audrey	0000761	CPS-111-NR	1/14/2019	5/16/2019
Styer, Audrey	0000761	CPS-111-NR2	2/11/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-022-1G	1/22/2019	5/16/2019

Sulack, Alexandra	0190101	MUS-132-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-133-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-152-1G	1/22/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-162-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-163-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-222-1G	1/22/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-232-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-233-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-252-1G	1/22/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-262-1R	1/18/2019	5/16/2019
Sulack, Alexandra	0190101	MUS-263-1R	1/18/2019	5/16/2019
Sun, Yizhong	0003130	POL-201-12	1/14/2019	5/13/2019
Swint, Ashley	0189488	BUS-107-2B	1/17/2019	5/16/2019
Swint, Ashley	0189488	BUS-111-EC	1/28/2019	5/16/2019
Sykora, Donald	0000897	ATM-102-1C	1/14/2019	5/15/2019
Sykora, Donald	0000897	ATM-102-1C	1/14/2019	5/15/2019
Sykora, Donald	0000897	ATM-202-1C	1/15/2019	5/16/2019
Sykora, Donald	0000897	ATM-202-1C	1/15/2019	5/16/2019
Sykora, Donald	0000897	ATM-204-1G	1/14/2019	5/15/2019
Sykora, Donald	0000897	ATM-204-1G	1/14/2019	5/15/2019
Sykora, Donald	0000897	ATM-221-1C	1/18/2019	5/10/2019
Sykora, Donald	0000897	ATM-221-1C	1/18/2019	5/10/2019
Talwar, Sundeep	0156444	CHM-101-1E	1/15/2019	5/16/2019
Talwar, Sundeep	0156444	CHM-101-1E	1/15/2019	5/16/2019
Thelemaque, Cristina	0159232	BIO-102-5H	1/15/2019	5/16/2019
Thelemaque, Cristina	0159232	BIO-102-5H	1/15/2019	5/16/2019
Thelemaque, Cristina	0159232	BIO-204-4L	1/14/2019	5/15/2019
Thelemaque, Cristina	0159232	PEH-103-1B	1/15/2019	5/16/2019
Tomchek, Ryan	0194864	MAT-083-3D	3/12/2019	5/16/2019
Tomchek, Ryan	0194864	MAT-083-4C	1/14/2019	3/7/2019
Tomchek, Ryan	0194864	MAT-084-4C	3/12/2019	5/16/2019

Tomchek, Ryan	0194864	MAT-086-3D	1/14/2019	3/7/2019
Tomchek, Ryan	0194864	MAT-102-4E	1/14/2019	5/16/2019
Tomchek, Ryan	0194864	MAT-102-5G	1/14/2019	5/16/2019
Tomchek, Ryan	0194864	MAT-110-2J	1/14/2019	5/16/2019
Traver, David	0160493	PHI-125-1E	1/15/2019	5/16/2019
Traver, David	0160493	PHI-125-2F	1/15/2019	5/16/2019
Traver, David	0160493	PHI-125-51	1/28/2019	5/13/2019
Truly, Donald	0177705	MUS-137-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-166-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-167-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-236-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-237-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-266-1R	1/18/2019	5/16/2019
Truly, Donald	0177705	MUS-267-1R	1/18/2019	5/16/2019
Turner, Jocelyn	0002931	ENG-101-R2	1/17/2019	5/16/2019
Vacek, Sarah	0003107	ECE-160-11	1/14/2019	5/13/2019
Vacek, Sarah	0003107	ECE-200-1J	1/15/2019	5/14/2019
Vacek, Sarah	0003107	ECE-215-11	1/15/2019	5/14/2019
Voight, William	0152888	LAW-105-21	1/15/2019	5/14/2019
Voight, William	0152888	LAW-203-8B	1/19/2019	5/11/2019
Walker, K Russell	0195020	NUR-116-A1	1/14/2019	2/16/2019
Walker, K Russell	0195020	NUR-116-A2	1/14/2019	2/16/2019
Walker, K Russell	0195020	NUR-116-A3	1/15/2019	2/14/2019
Walker, K Russell	0195020	NUR-116-A4	1/14/2019	2/15/2019
Walker, K Russell	0195020	NUR-116-B1	2/21/2019	4/6/2019
Walker, K Russell	0195020	NUR-116-B2	2/21/2019	4/3/2019
Walker, K Russell	0195020	NUR-116-B3	2/21/2019	4/4/2019
Walker, K Russell	0195020	NUR-116-B4	2/21/2019	4/5/2019
Walker, K Russell	0195020	NUR-116-C1	4/9/2019	5/18/2019
Walker, K Russell	0195020	NUR-116-C2	4/9/2019	5/18/2019

Walker, K Russell	0195020	NUR-116-C3	4/9/2019	5/15/2019
Walker, K Russell	0195020	NUR-116-C4	4/9/2019	5/17/2019
Walley, Cynthia	0000868	ATM-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	ATM-253-2L	1/14/2019	5/13/2019
Walley, Cynthia	0000868	BUS-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	BUS-253-2L	1/14/2019	5/13/2019
Walley, Cynthia	0000868	CAD-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	CAD-253-2L	1/14/2019	5/13/2019
Walley, Cynthia	0000868	CIS-116-H1	1/16/2019	5/15/2019
Walley, Cynthia	0000868	CIS-116-H1	1/16/2019	5/15/2019
Walley, Cynthia	0000868	CIS-121-NR	1/14/2019	5/16/2019
Walley, Cynthia	0000868	CIS-121-NR	1/14/2019	5/16/2019
Walley, Cynthia	0000868	CIS-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	CIS-253-2L	1/14/2019	5/13/2019
Walley, Cynthia	0000868	CPS-101-NR	1/14/2019	5/16/2019
Walley, Cynthia	0000868	CPS-111-H4	1/14/2019	5/15/2019
Walley, Cynthia	0000868	CPS-111-H4	1/14/2019	5/15/2019
Walley, Cynthia	0000868	CPS-122-H1	1/15/2019	5/14/2019
Walley, Cynthia	0000868	HVA-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	HVA-253-2L	1/14/2019	5/13/2019
Walley, Cynthia	0000868	OMT-253-1G	1/16/2019	5/15/2019
Walley, Cynthia	0000868	OMT-253-2L	1/14/2019	5/13/2019
Warren, John	0013245	MUS-100-4B	1/15/2019	5/16/2019
Warren, John	0013245	MUS-100-LC	1/15/2019	5/16/2019
Warren, John	0013245	MUS-100-NR	1/14/2019	5/16/2019
Warren, John	0013245	MUS-106-NR	1/14/2019	5/16/2019
Warren, John	0013245	MUS-108-1F	1/15/2019	5/16/2019
Warren, John	0013245	MUS-108-NR	1/14/2019	5/16/2019
Warren, John	0013245	MUS-130-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-131-1R	1/18/2019	5/16/2019

Warren, John	0013245	MUS-132-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-133-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-134-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-137-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-138-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-139-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-140-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-141-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-160-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-161-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-162-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-163-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-166-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-167-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-168-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-169-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-172-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-230-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-231-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-232-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-233-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-237-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-238-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-239-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-260-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-261-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-262-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-263-1R	1/18/2019	5/16/2019
Warren, John	0013245	MUS-266-1R	1/18/2019	5/16/2019

Warren, John	0013245	MUS-267-1R	1/18/2019	5/16/2019
Wedge, Frances	0000803	PHT-222-H1	1/18/2019	5/15/2019
Wiehle, Michael	0163956	BUS-230-NR	1/14/2019	5/16/2019
Willit, James	0160501	CHM-100-21	1/14/2019	5/16/2019
Willit, James	0160501	CHM-100-21	1/14/2019	5/16/2019
Windham, Brandie	0190102	MAT-083-LC	1/14/2019	3/7/2019
Windham, Brandie	0190102	MAT-084-LC	3/12/2019	5/16/2019
Windham, Brandie	0190102	MAT-085-CR	1/15/2019	5/16/2019
Windham, Brandie	0190102	MAT-102-CR	1/14/2019	5/16/2019
Windham, Brandie	0190102	MAT-105-3G	1/14/2019	5/16/2019
Windham, Brandie	0190102	MAT-105-NR	1/14/2019	5/16/2019
Wood, Robert	0000736	PSY-101-3E	1/15/2019	5/16/2019
Wood, Robert	0000736	PSY-101-6D	1/14/2019	5/15/2019
Wood, Robert	0000736	PSY-202-1F	1/14/2019	5/15/2019
Wood, Robert	0000736	PSY-215-3H	1/14/2019	5/15/2019
Yaghoubi, Poupak	0133829	MAT-080-1B	1/15/2019	5/16/2019
Yaghoubi, Poupak	0133829	MAT-080-6C	1/15/2019	5/16/2019
Yunker, Mark	0069354	ATM-120-DE	1/14/2019	5/16/2019
Zukauskas, Karolis	0000813	ENG-088-5H	1/15/2019	5/16/2019
Zukauskas, Karolis	0000813	ENG-088-9E	1/14/2019	5/15/2019
Zukauskas, Karolis	0000813	ENG-101-5E	1/15/2019	5/16/2019
Zukauskas, Karolis	0000813	ENG-101-7F	1/15/2019	5/16/2019
Zukauskas, Karolis	0000813	ENG-102-NR	1/14/2019	5/16/2019

Section Subject Desc	Section Title	Section Department 1 Desc	Section Active Student Count
College Study Seminar	College Study Seminar	Social & Behavioral Sciences	29
College Study Seminar	College Study Seminar	Social & Behavioral Sciences	33
Geography	Physical Geography	Social & Behavioral Sciences	23
Geography	World Regional Geography	Social & Behavioral Sciences	32
Geography	World Regional Geography	Arts & Sciences Administration	30
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	23
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	23
Mathematics	College Trig	Mathematics	15
Mathematics	College Trig	Mathematics	14
Mathematics	College Trig	Mathematics	12
Mathematics	College Trig	Mathematics	10
Mathematics	College Trig	Mathematics	13
Humanities	Latin American Culture	Humanities & Fine Arts	25
English	Rhetoric II	Communications	21
English	Rhetoric II	Communications	24
Humanities	Humanities: History & Philosop	Humanities & Fine Arts	32
Biology	Introduction to Biology	Sciences	21
Biology	Introduction to Biology	Sciences	21
English	Basic Composition	Communications	23
English	Basic Composition	Communications	24
English	Basic Composition	Communications	24
English	Basic Composition	Communications	24
Psychology	Life Span: Survey of Human Dev	Social & Behavioral Sciences	30
Psychology	Life Span: Survey of Human Dev	Social & Behavioral Sciences	31
Art	Digital Photography	Humanities & Fine Arts	21
Art	Digital Photography	Humanities & Fine Arts	24
Art	Digital Photography	Humanities & Fine Arts	25
Art	Digital Photography	Humanities & Fine Arts	17
Computer Information Systems	Introduction to Networking	Business Technology	16
Computer Information Systems	Intro to Operating Systems	Business Technology	10
Computer Information Systems	Intro to Network Security	Business Technology	7
Computer Information Systems	Intro to Network Security	Business Technology	7

Computer Information Systems	Interconnect Network Device II	Business Technology	6
Computer Information Systems	Interconnect Network Device II	Business Technology	6
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	14
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	14
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	11
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	11
Business	Introduction to Business	Business Technology	23
Business	Introduction to Business	Business Technology	17
Business	Prin of Management	Business Technology	15
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	20
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	20
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	10
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	10
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	20
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	20
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	13
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	13
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	13
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	13
Computer Information Systems	Introduction to Web Design	Business Technology	14
Biology	Introducing Biology	Sciences	42
Biology	Introduction to Biology	Sciences	21
Biology	Introduction to Biology	Sciences	19
Biology	Introduction to Biology	Sciences	15
Biology	Introduction to Biology	Sciences	18
Biology	Biology: a Systems Approach	Sciences	27
Biology	Biology: a Systems Approach	Sciences	27
Biology	Heredity & Society	Arts & Sciences Administration	22
Biology	Plants & Society	Arts & Sciences Administration	17
Biology	Environmental Biology	Arts & Sciences Administration	20

Computer Information Systems	Computer Diagnosis & Service I	Business Technology	21
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	21
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	18
Business	Managerial Accounting	Business Technology	8
Business	Intermediate Accounting II	Business Technology	14
Mathematics	General Education Mathematics	Mathematics	19
Mathematics	General Education Mathematics	Mathematics	6
English	Rhetoric I	Communications	22
Early Childhood Education	Young Child As Scientist	Technical Occupation	10
Early Childhood Education	Early Child Growth & Developme	Technical Occupation	11
Early Childhood Education	Creative Curriculum Preschool	Technical Occupation	14
Business	Financial Accounting	Business Technology	15
English	Reading & Writing II	Communications	15
English	Reading & Writing II	Communications	17
English	Rhetoric I	Communications	27
English	Rhetoric I	Communications	28
Chemistry	General Chemistry I	Sciences	24
Chemistry	General Chemistry I	Sciences	24
Chemistry	Fundamentals of Chemistry	Sciences	23
Chemistry	Fundamentals of Chemistry	Sciences	23
Computer Aided Design	Architectural Residential Desi	Technical Occupation	11
Computer Aided Design	Architectural Residential Desi	Technical Occupation	11
English	Rhetoric I	Communications	25
English	Rhetoric II	Communications	23
Computer Science	C++ Programming	Sciences	10

Engineering	Statics	Sciences	17
Physical Science	Astronomy	Sciences	28
Physical Science	Astronomy	Sciences	34
Physical Science	Physical Science I	Sciences	25
Physical Science	Physical Science I	Sciences	25
Physical Science	Physical Science I	Sciences	24
Physics	Physics I	Sciences	29
Physics	Physics I	Sciences	29
Mathematics	College Algebra	Mathematics	31
Mathematics	Calculus I	Mathematics	26
Mathematics	Calculus II	Mathematics	32
Mathematics	Calculus III	Mathematics	19
Mathematics	Differ Equations	Mathematics	22
Mathematics	Elementary Algebra-Part I	Mathematics	0
Emergency Medical Technician	Emergency Medical Technician	Career & Tech Ed Administratio	1
Emergency Medical Technician	Emergency Medical Technician	Career & Tech Ed Administratio	1
Biology	Introduction to Biology	Sciences	20
Biology	Introduction to Biology	Sciences	20
Business	Principles of Marketing	Business Technology	20
Business	Introduction to Business	Business Technology	22
Automotive	Basic Vehicle Mechanics	Technical Occupation	15
Automotive	Basic Vehicle Mechanics	Technical Occupation	18
Automotive	Basic Vehicle Mechanics	Technical Occupation	18
Automotive	Basic Vehicle Mechanics	Technical Occupation	0
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	13
Early Childhood Education	Early Childhood Administration	Technical Occupation	14
Computer Science	Business Computer Systems	Business Technology	20
Computer Science	Business Computer Systems	Business Technology	20
Computer Science	Business Computer Systems	Arts & Sciences Administration	21
Computer Science	Business Computer Systems	Arts & Sciences Administration	21
English	Reading & Writing III	Communications	18
English	Reading & Writing III	Communications	25
English	Reading & Writing III	Communications	17
Chemistry	General Chemistry II	Sciences	10

Chemistry	General Chemistry II	Sciences	10
Chemistry	Organic Chemistry II	Sciences	7
Chemistry	Organic Chemistry II	Sciences	7
Physical Science	Astronomy	Sciences	28
Physical Therapy Assistant	Sys & Interventions I: Ortho	Health Occupation	9
Physical Therapy Assistant	Sys & Interventions I: Ortho	Health Occupation	9
Physical Therapy Assistant	Sys & Interventions I: Ortho	Health Occupation	13
Physical Therapy Assistant	Sys & Interventions I: Ortho	Health Occupation	13
Emergency Medical Technician	Emergency Medical Technician	Career & Tech Ed Administratio	23
Emergency Medical Technician	Emergency Medical Technician	Career & Tech Ed Administratio	23
Music	Trends Modern American Music	Humanities & Fine Arts	25
Music	Private Applied Strings Major	Humanities & Fine Arts	2
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	2
Music	Private Applied Strings Major	Humanities & Fine Arts	1
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	1
Music	Private Applied Strings Major	Humanities & Fine Arts	0
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	0
Music	Private Applied Strings Major	Humanities & Fine Arts	1
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	0
Mathematics	General Education Mathematics	Mathematics	27
Mathematics	Finite Mathematics	Mathematics	14
Mathematics	Statistics	Mathematics	26
Mathematics	Discrete Mathematics	Arts & Sciences Administration	19
Mathematics	Calculus for Business & Soc Sc	Mathematics	4
Supply Chain Management	Global Logistics	Business Technology	2
Computer Aided Design	20/20 Kitchen Design	Technical Occupation	11
Computer Aided Design	20/20 Kitchen Design	Technical Occupation	11
Psychology	Intro to Psychology	Social & Behavioral Sciences	0
Psychology	Child Growth & Development	Social & Behavioral Sciences	34
Computer Science	Business Computer Systems	Business Technology	25
Computer Science	Business Computer Systems	Business Technology	25

Computer Science	Business Computer Systems	Business Technology	13
Computer Science	Business Computer Systems	Business Technology	13
Computer Science	Programming in Visual Basic	Business Technology	15
Computer Science	Programming in Visual Basic	Business Technology	15
College Study Seminar	College Study Seminar	Social & Behavioral Sciences	28
Sociology	Intro to Sociology	Social & Behavioral Sciences	31
Sociology	Intro to Sociology	Social & Behavioral Sciences	36
Sociology	Intro to Sociology	Social & Behavioral Sciences	32
Sociology	The Family	Social & Behavioral Sciences	33
Sociology	Minority Group Relations	Social & Behavioral Sciences	20
Law Enforcement	Intro to Law Enforcement	Technical Occupation	27
Law Enforcement	Intro to Criminology	Technical Occupation	26
Psychology	Intro to Psychology	Social & Behavioral Sciences	35
Psychology	Intro to Psychology	Social & Behavioral Sciences	28
Psychology	Intro to Psychology	Social & Behavioral Sciences	29
Psychology	Social Psychology	Arts & Sciences Administration	25
Psychology	Life Span: Survey of Human Dev	Social & Behavioral Sciences	33
English	Rhetoric I	Communications	24
English	Rhetoric I	Communications	24
English	Rhetoric II	Communications	30
Speech	Principles of Public Speaking	Communications	23
Speech	Principles of Public Speaking	Communications	18
Speech	Principles of Public Speaking	Communications	21
Speech	Principles of Public Speaking	Communications	23
Speech	Principles of Public Speaking	Communications	20
Early Childhood Education	Language Arts for Children	Technical Occupation	22
Early Childhood Education	Educational Technology	Technical Occupation	6
Office Management Technology	Keyboarding & Doc Formatting	Business Technology	9
Office Management Technology	Electronic Recordkeeping	Business Technology	6
Office Management Technology	Office Orientation	Business Technology	18
Office Management Technology	Medical Office Practices	Business Technology	11
Office Management Technology	Integrated Office Simulation	Business Technology	5
Office Management Technology	Integrated Office Simulation	Business Technology	5

Biology	Anatomy & Physiology I	Sciences	18
Biology	Microbiology	Sciences	18
Biology	Microbiology	Sciences	18
Heating, Vent & A/C	Basic Sheet Metal Fabrication	Technical Occupation	11
Heating, Vent & A/C	Basic Sheet Metal Fabrication	Technical Occupation	11
Heating, Vent & A/C	Basic Sheet Metal Fabrication	Technical Occupation	12
Heating, Vent & A/C	Basic Sheet Metal Fabrication	Technical Occupation	12
Business	Business Law and Contracts	Business Technology	12
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	16
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	12
Fire Science	Principles of Emergency Servic	Technical Occupation	3
Fire Science	Principles of Fire and Emergen	Technical Occupation	8
Fire Science	Fire Behavior and Combustion	Technical Occupation	5
Automotive	Basic Vehicle Mechanics	Technical Occupation	16
Automotive	Basic Vehicle Mechanics	Technical Occupation	16
Automotive	Steering and Suspension	Technical Occupation	14
Automotive	Steering and Suspension	Technical Occupation	14
Humanities	Humanities Through the Arts	Humanities & Fine Arts	30
Computer Information Systems	Introduction to Java	Business Technology	16
Computer Information Systems	Introduction to Java	Business Technology	16
History	Early Western Civilization	Social & Behavioral Sciences	31
History	Modern Western Civilization	Social & Behavioral Sciences	21
History	American History to 1865	Social & Behavioral Sciences	29
History	American History From 1865	Social & Behavioral Sciences	32
History	American History From 1865	Social & Behavioral Sciences	23
Philosophy	Philosophy	Humanities & Fine Arts	23
Political Science	US Natl Government	Social & Behavioral Sciences	18
Business	Financial Accounting	Business Technology	32
Business	Financial Accounting	Business Technology	31
Business	Managerial Accounting	Business Technology	24
Business	Managerial Accounting	Business Technology	13

Business	Introduction to Business	Business Technology	33
Physical Therapy Assistant	Patient Mgt Ii: Tests & Measrm	Health Occupation	13
Physical Therapy Assistant	Patient Mgt Ii: Tests & Measrm	Health Occupation	13
Physical Therapy Assistant	Therapeutic Exercise	Health Occupation	9
Physical Therapy Assistant	Therapeutic Exercise	Health Occupation	9
Speech	Principles of Public Speaking	Communications	19
Speech	Principles of Public Speaking	Communications	22
Speech	Principles of Public Speaking	Communications	22
Speech	Principles of Public Speaking	Communications	21
Speech	Principles of Public Speaking	Communications	21
Speech	Principles of Public Speaking	Communications	23
Computer Aided Design	Autocad Productivity	Technical Occupation	10
Computer Aided Design	Autocad Productivity	Technical Occupation	10
Mathematics	College Trig	Mathematics	13
Mathematics	College Trig	Mathematics	0
Mathematics	College Trig	Mathematics	0
Speech	Principles of Public Speaking	Communications	17
Speech	Principles of Public Speaking	Communications	16
Supply Chain Management	Transportation & Traffic Mgmt	Business Technology	0
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	4

Nursing	NUR of the Childbearing Famil	Health Occupation	8
Biology	Anatomy & Physiology I	Sciences	22
Biology	Anatomy & Physiology II	Sciences	17
Biology	Microbiology	Sciences	18
Biology	Microbiology	Sciences	18
Biology	Microbiology	Sciences	17
Biology	Microbiology	Sciences	17
Biology	Microbiology	Sciences	17
Biology	Microbiology	Sciences	11
Sociology	Intro to Sociology	Social & Behavioral Sciences	30
Sociology	Social Problems	Social & Behavioral Sciences	29
Physical Education	Physical Fitness	Sciences	36
Physical Education	Advanced Physical Fitness	Sciences	9
Physical Education - Health	First Aid	Sciences	16
Physical Education - Health	First Aid	Sciences	22
Physical Education - Health	First Aid	Sciences	27
Physical Education - Health	First Aid	Sciences	26
Physical Education - Health	Nutrition	Arts & Sciences Administration	23
Physical Education - Health	Nutrition	Sciences	27
Physical Education - Health	Nutrition	Sciences	24
English	Reading & Writing II	Communications	11
Chemistry	General Chemistry I	Sciences	26
Chemistry	General Chemistry I	Sciences	26
Chemistry	General Chemistry I	Sciences	26
Chemistry	General Chemistry II	Sciences	22
Chemistry	General Chemistry II	Sciences	22
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	5
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8

Nursing	Mental Health Nursing	Health Occupation	4
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	4
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	5
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7

Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Nursing Synthesis	Nursing	28
Nursing	Nursing Synthesis	Nursing	37
Biology	Introduction to Biology	Sciences	17
Biology	Introduction to Biology	Sciences	17
Psychology	Intro to Psychology	Social & Behavioral Sciences	33
Psychology	Intro to Psychology	Social & Behavioral Sciences	30
Psychology	Adolescent Psychology	Social & Behavioral Sciences	22
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	11
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	19
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	0
Biology	Introduction to Biology	Sciences	17
Biology	Introduction to Biology	Sciences	17
Heating, Vent & A/C	Intermed Refrigeration	Career & Tech Ed Administratio	12
Heating, Vent & A/C	Intermed Refrigeration	Career & Tech Ed Administratio	12
Heating, Vent & A/C	Intermediate Heating and A/C	Career & Tech Ed Administratio	12
Heating, Vent & A/C	Intermediate Heating and A/C	Career & Tech Ed Administratio	12
Heating, Vent & A/C	Hydronic Comfort Systems	Technical Occupation	15
Heating, Vent & A/C	Hydronic Comfort Systems	Technical Occupation	15
Heating, Vent & A/C	Refrigerant Hand/EPA Review	Career & Tech Ed Administratio	12
Computer Aided Design	Autocad Fundamentals	Technical Occupation	7
Computer Aided Design	Autocad Fundamentals	Technical Occupation	7
Supply Chain Management	Principles of Supply Chain Mgm	Business Technology	3
Anthropology	Intro to Anthropology	Social & Behavioral Sciences	33
Anthropology	Intro to Cul Anthro	Social & Behavioral Sciences	31
Anthropology	Intro to Cul Anthro	Social & Behavioral Sciences	34
History	Early Western Civilization	Social & Behavioral Sciences	29
History	Modern Western Civilization	Social & Behavioral Sciences	31

Philosophy	Introduction to Ethics	Arts & Sciences Administration	32
Philosophy	Introduction to Ethics	Humanities & Fine Arts	25
Nursing	NUR Care of Child & Family	Health Occupation	5
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Biology	Introduction to Biology	Sciences	21
Biology	Introduction to Biology	Sciences	19
Biology	Introduction to Biology	Sciences	15
Music	Music Appreciation	Humanities & Fine Arts	26
Music	Music Appreciation	Arts & Sciences Administration	24
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	3
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	1
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0
Mathematics	Elementary Algebra-Part II	Mathematics	10
Mathematics	Intermed Algebra-Part I	Mathematics	12
Computer Science	Business Computer Systems	Arts & Sciences Administration	17

Computer Science	Business Computer Systems	Arts & Sciences Administration	17
Biology	Anatomy & Physiology I	Sciences	22
Mathematics	General Education Mathematics	Mathematics	19
English	Basic Composition	Communications	24
English	Rhetoric I	Communications	25
English	Rhetoric I	Communications	24
Mathematics	Occupational Math	Mathematics	7
Art	Drawing I	Humanities & Fine Arts	12
Art	Art Appreciation	Humanities & Fine Arts	22
Business	Principles of Finance	Business Technology	15
Business	Principles of Finance	Business Technology	16
Law Enforcement	Criminal Law II	Technical Occupation	16
Law Enforcement	Court Procedures and Evidence	Technical Occupation	27
Law Enforcement	Police Organization and Admin	Technical Occupation	34
Psychology	Intro to Psychology	Social & Behavioral Sciences	32
Psychology	Life Span: Survey of Human Dev	Social & Behavioral Sciences	19
English	Reading & Writing I	Communications	22
English	Rhetoric I	Communications	24
English	Rhetoric II	Communications	24
English	Rhetoric II	Communications	23
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	5
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	5
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	4
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	7

Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	5
Nursing	NUR of the Childbearing Famil	Health Occupation	7
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR of the Childbearing Famil	Health Occupation	4
Nursing	NUR of the Childbearing Famil	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	5
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	NUR Care of Child & Family	Health Occupation	6
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	7
Nursing	NUR Care of Child & Family	Health Occupation	8
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6

Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Nursing Synthesis	Nursing	28
Nursing	Nursing Synthesis	Nursing	37
Computer Aided Design	Solid Works Assemblies	Technical Occupation	6
Computer Aided Design	Solid Works Assemblies	Technical Occupation	6
English	Intensive Adv Grammar & Editin	Communications	14
English	Intensive Adv Reading & Writin	Communications	14
English	Intensive Adv Listening & Spea	Communications	14
Art	Art History I Prehistoric/Goth	Humanities & Fine Arts	15
Art	Art History II Renaissance & B	Humanities & Fine Arts	19
Early Childhood Education	Early Child Growth & Developme	Technical Occupation	19
Early Childhood Education	Creative Expression of Childre	Technical Occupation	12
Computer Aided Design	Revit BIM Management	Technical Occupation	10
Computer Aided Design	Revit BIM Management	Technical Occupation	10
Physical Therapy Assistant	Therapeutic Modalities II	Health Occupation	13
Physical Therapy Assistant	Therapeutic Modalities II	Health Occupation	13
Physical Therapy Assistant	Therapeutic Modalities II	Health Occupation	9
Physical Therapy Assistant	Therapeutic Modalities II	Health Occupation	9
Humanities	Latin American Culture	Humanities & Fine Arts	25
Humanities	Latin American Culture	Humanities & Fine Arts	13
English	Reading & Writing III	Communications	25
English	Basic Composition	Communications	22
English	Rhetoric I	Communications	27
English	Rhetoric I	Communications	25
English	Basic Composition	Communications	10
English	Rhetoric I	Communications	26
English	Rhetoric II	Communications	23
Humanities	Humanities Through the Arts	Humanities & Fine Arts	37
Music	Music Appreciation	Humanities & Fine Arts	23
Music	Private Applied Brass Music Ma	Humanities & Fine Arts	0
Music	Private Applied Brass Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Brass Music Ma	Humanities & Fine Arts	0

Music	Private Applied Brass Music Ma	Humanities & Fine Arts	0
Music	Private Applied Brass Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Brass Music Ma	Humanities & Fine Arts	0
Music	Private Applied Brass Non-Majo	Humanities & Fine Arts	0
Health Care Programs	Medical Terminology	Health Occupation	29
Health Care Programs	Medical Terminology	Health Occupation	20
Therapeutic Massage	Intro to Therapeutic Massage	Health Occupation	5
Therapeutic Massage	Intro to Therapeutic Massage	Health Occupation	5
Therapeutic Massage	Advanced Massage II	Health Occupation	6
Therapeutic Massage	Advanced Massage II	Health Occupation	6
Law Enforcement	Intro to Law Enforcement	Technical Occupation	11
Law Enforcement	Police Ops and Procedures I	Technical Occupation	32
Business	Business Communications	Business Technology	11
Office Management Technology	Office Supervision	Business Technology	5
Office Management Technology	Business Communications	Business Technology	0
Education	Intro to American Education	Technical Occupation	7
Biology	Anatomy & Physiology II	Sciences	6
Biology	Anatomy & Physiology II	Sciences	14
Biology	Microbiology	Sciences	17
Nursing	Basic Nursing Assistant Traini	Health Occupation	12
Nursing	Basic Nursing Assistant Traini	Health Occupation	12
Nursing	Basic Nursing Assistant Traini	Health Occupation	27
Business	Quickbooks	Business	9
Gaming Simulation Program	Game Development Essentials	Business Technology	9
Gaming Simulation Program	Game Development Essentials	Business Technology	9
Humanities	Humanities Through the Arts	Humanities & Fine Arts	31
Humanities	Humanities Through the Arts	Humanities & Fine Arts	32
Speech	Principles of Public Speaking	Communications	25
Speech	Principles of Public Speaking	Communications	24
Theatre	Introduction to Theatre	Arts & Sciences Administration	24
Art	Digital Photography	Humanities & Fine Arts	21

Art	Digital Photography	Humanities & Fine Arts	22
Art	Digital Photography	Humanities & Fine Arts	18
Art	Digital Photography	Humanities & Fine Arts	0
Fire Science	Tactics and Strategy I	Technical Occupation	5
Physical Science	Astronomy	Sciences	28
Physics	Fundamentals of Physics	Sciences	14
Physics	Fundamentals of Physics	Sciences	14
Physics	General Physics II	Sciences	11
Physics	General Physics II	Sciences	11
Mathematics	Mathematics Fundamentals	Mathematics	30
Mathematics	Elementary Algebra-Part I	Mathematics	32
Mathematics	Elementary Algebra-Part I	Mathematics	33
Mathematics	Elementary Algebra-Part II	Mathematics	30
Mathematics	Elementary Algebra-Part II	Mathematics	32
Mathematics	Intermed Algebra-Part I	Mathematics	30
Mathematics	Intermed Algebra-Part II	Mathematics	29
Mathematics	College Algebra	Mathematics	35
Physical Therapy Assistant	Therapeutic Exercise	Health Occupation	13
Physical Therapy Assistant	Therapeutic Exercise	Health Occupation	13
Biology	Anatomy & Physiology (therapie	Sciences	17
Biology	Anatomy & Physiology (therapie	Sciences	17
Biology	Anatomy & Physiology I	Sciences	25
Biology	Anatomy & Physiology II	Sciences	24
Mathematics	College Trig	Mathematics	12
Mathematics	College Trig	Mathematics	16
Mathematics	College Trig	Mathematics	17
Early Childhood Education	Observ & Assessment / Children	Technical Occupation	14
Early Childhood Education	Health & Nutrition for Child	Technical Occupation	16
Early Childhood Education	Intro to Early Childhood Ed	Early Childhood Education	18
Early Childhood Education	Family, School & Community	Early Childhood Education	16
Early Childhood Education	Family, School & Community	Early Childhood Education	18

Early Childhood Education	The Exceptional Child	Technical Occupation	20
Early Childhood Education	Emerging Literacy in Children	Technical Occupation	9
Early Childhood Education	ECE Internship	Technical Occupation	5
Early Childhood Education	ECE Internship	Technical Occupation	5
English	Reading & Writing III	Communications	23
English	Rhetoric II	Communications	24
Nursing	Basic Nursing Assistant Traini	Health Occupation	27
Nursing	Basic Nursing Assistant Traini	Health Occupation	27
English	Reading & Writing III	Communications	24
English	Reading & Writing III	Communications	17
English	Rhetoric II	Communications	22
English	Rhetoric II	Communications	24
Art	3-D Fundamentals	Humanities & Fine Arts	15
Art	Ceramics I	Humanities & Fine Arts	10
Art	Digital Photography	Humanities & Fine Arts	12
Art	Introduction to Digital Art	Humanities & Fine Arts	12
Art	Ceramics II	Humanities & Fine Arts	3
Law Enforcement	Administration of Justice	Technical Occupation	33
Law Enforcement	Juvenile Delinquency	Career & Tech Ed Administratio	19
Law Enforcement	Criminal Law	Technical Occupation	32
Law Enforcement	Criminal Law	Technical Occupation	17
Mathematics	College Trig	Mathematics	13
Mathematics	College Trig	Mathematics	14
Mathematics	College Trig	Mathematics	0
Mathematics	College Trig	Mathematics	0
Physical Therapy Assistant	Patient Mgt II: Tests & Measrm	Health Occupation	9
Physical Therapy Assistant	Patient Mgt II: Tests & Measrm	Health Occupation	9
Physical Therapy Assistant	Introduction to Clinical Ed	Health Occupation	21
Physical Therapy Assistant	Introduction to Clinical Ed	Health Occupation	21
Physical Therapy Assistant	PO2: Professional Issues in P	Career & Tech Ed Administratio	25
Physical Therapy Assistant	Clinical Affiliations II	Career & Tech Ed Administratio	25
Physical Therapy Assistant	Medical Terminology/Clinicians	Career & Tech Ed Administratio	8
Physical Therapy Assistant	Fundamentals of Kinesiology II	Career & Tech Ed Administratio	13
Physical Therapy Assistant	Fundamentals of Kinesiology II	Career & Tech Ed Administratio	13

Physical Therapy Assistant	Fundamentals of Kinesiology II	Career & Tech Ed Administratio	9
Physical Therapy Assistant	Adv. Physical Therapy Techniqu	Career & Tech Ed Administratio	25
Music	Private Applied Woodwind Major	Humanities & Fine Arts	0
Music	Private Applied Woodwind Non-M	Humanities & Fine Arts	0
Music	Private Applied Woodwind Major	Humanities & Fine Arts	0
Music	Private Applied Woodwind Non-M	Humanities & Fine Arts	0
Music	Private Applied Woodwind Major	Humanities & Fine Arts	0
Music	Private Applied Woodwind Non-M	Humanities & Fine Arts	0
Music	Private Applied Woodwind Major	Humanities & Fine Arts	0
Music	Private Applied Woodwind Non-M	Humanities & Fine Arts	0
Mathematics	Mathematics Fundamentals	Mathematics	16
Law Enforcement	Criminal Investigations	Career & Tech Ed Administratio	27
Law Enforcement	Cold Case Investigation	Career & Tech Ed Administratio	23
Art	Drawing I	Humanities & Fine Arts	10
Art	Drawing I	Humanities & Fine Arts	10
Art	Drawing II	Humanities & Fine Arts	6
Art	Painting I	Humanities & Fine Arts	10
Art	Figure Drawing I	Humanities & Fine Arts	17
Art	Painting II	Humanities & Fine Arts	3
Humanities	Latin American Culture	Humanities & Fine Arts	31
Humanities	Latin American Culture	Humanities & Fine Arts	30
Spanish	Beginning Spanish I	Communications	13
Spanish	Beginning Spanish II	Communications	12
Spanish	Spanish for Heritage Speakers	Communications	12
Spanish	Intermediate Spanish II	Communications	24
Spanish	Spanish Conversation & Composi	Communications	17
Office Management Technology	Spreadsheet Software Fundament	Business Technology	7
Office Management Technology	Database Software Fundamentals	Business Technology	8
Office Management Technology	Database Software Advanced	Office and Management Tech	7
Office Management Technology	Spreadsheet Software Advanced	Office and Management Tech	4
Mathematics	Intermed Algebra-Part I	Mathematics	29

Mathematics	Intermed Algebra-Part I	Mathematics	27
Mathematics	Intermed Algebra-Part I	Mathematics	11
Mathematics	Intermed Algebra-Part II	Mathematics	24
Mathematics	Intermed Algebra-Part II	Mathematics	26
Mathematics	Intermed Algebra-Part II	Mathematics	9
Mathematics	College Algebra	Mathematics	24
Mathematics	College Trig	Mathematics	21
Mathematics	College Trig	Mathematics	20
Mathematics	College Trig	Mathematics	25
Mathematics	College Trig	Mathematics	23
Sociology	Intro to Sociology	Social & Behavioral Sciences	33
Sociology	The Family	Social & Behavioral Sciences	27
Mathematics	Elementary Algebra-Part I	Mathematics	18
Mathematics	Elementary Algebra-Part I	Mathematics	25
Mathematics	Elementary Algebra-Part I	Mathematics	21
Mathematics	Elementary Algebra-Part II	Mathematics	20
Mathematics	Elementary Algebra-Part II	Mathematics	26
Mathematics	Elementary Algebra-Part II	Mathematics	23
Mathematics	Intermed Algebra-Part I	Mathematics	12
Mathematics	Intermed Algebra-Part II	Mathematics	9
Computer Aided Design	Autocad Fundamentals	Technical Occupation	9
Computer Aided Design	Autocad Fundamentals	Technical Occupation	9
Computer Aided Design	Autocad Fundamentals	Technical Occupation	7
Computer Aided Design	Autocad Fundamentals	Technical Occupation	7
Computer Aided Design	Fundamentals of Drafting	Career & Tech Ed Administratio	8
Computer Aided Design	Fundamentals of Drafting	Career & Tech Ed Administratio	8
Computer Aided Design	Descriptive Geometry	Career & Tech Ed Administratio	11
Computer Aided Design	Assembly Drawings	Career & Tech Ed Administratio	11
Computer Aided Design	Assembly Drawings	Career & Tech Ed Administratio	11
Computer Aided Design	Mechanical Design	Technical Occupation	23
Computer Aided Design	Mechanical Design	Technical Occupation	23
Computer Aided Design	3D Modeling	Technical Occupation	22
Computer Aided Design	3D Modeling	Technical Occupation	22

Engineering	Engineering Graphics I	Arts & Sciences Administration	2
Engineering	Engineer Graphics II	Arts & Sciences Administration	2
Computer Information Systems	Computer Diagnosis & Svc II	Business Technology	9
Computer Information Systems	Computer Diagnosis & Svc II	Business Technology	9
Physical Education - Health	Personal & Community Health	Sciences	12
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Nursing Synthesis	Nursing	28
Law Enforcement	Police Ops and Procedures I	Technical Occupation	23
Law Enforcement	Cold Case Investigation	Career & Tech Ed Administratio	27
Computer Information Systems	Server Configuration & Admin	Business Technology	7
Computer Information Systems	Server Configuration & Admin	Business Technology	7
English	Rhetoric II	Communications	25
English	Rhetoric II	Communications	24
Chemistry	Fundamentals of Chemistry	Sciences	17
Chemistry	Fundamentals of Chemistry	Sciences	17
Business	Cost Accounting	Business Technology	13
Economics	Principles of Economics I	Arts & Sciences Administration	19
Economics	Principles of Economics I	Social & Behavioral Sciences	27
Economics	Principles of Economics I	Arts & Sciences Administration	18
Economics	Principles of Economics I	Social & Behavioral Sciences	13
Economics	Principles of Economics II	Social & Behavioral Sciences	24
English	Rhetoric I	Communications	26
English	Rhetoric II	Communications	27
Biology	Anatomy & Physiology I	Sciences	27
Biology	Anatomy & Physiology I	Sciences	22
Biology	Anatomy & Physiology II	Sciences	20
Biology	Anatomy & Physiology II	Sciences	17
Biology	Microbiology	Sciences	17
Biology	Microbiology	Sciences	11
Biology	Microbiology	Sciences	17

Music	Private Applied Guitar Music M	Humanities & Fine Arts	6
Music	Private Applied Guitar Non-Maj	Humanities & Fine Arts	1
Music	Private Applied Guitar Music M	Humanities & Fine Arts	0
Music	Private Applied Guitar Non-Maj	Humanities & Fine Arts	0
Music	Private Applied Guitar Music M	Humanities & Fine Arts	0
Music	Private Applied Guitar Non-Maj	Humanities & Fine Arts	0
Music	Private Applied Guitar Music M	Humanities & Fine Arts	0
Music	Private Applied Guitar Non-Maj	Humanities & Fine Arts	0
Nursing	Adult Health Nursing	Health Occupation	7
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Adult Health Nursing	Health Occupation	6
Nursing	Nursing Synthesis	Nursing	37
Geology	Physical Geology	Sciences	32
Geology	Physical Geology	Sciences	32
Geology	Physical Geology	Sciences	28
Geology	Physical Geology	Sciences	28
Physical Science	Astronomy	Sciences	32
Physical Science	Astronomy	Sciences	30
Art	Art Appreciation	Humanities & Fine Arts	32
Automotive	Automatic Transmissions	Technical Occupation	16
Automotive	Automatic Transmissions	Technical Occupation	16
English	Reading & Writing II	Communications	13
English	Reading & Writing III	Communications	23
English	Rhetoric I	Communications	22
Health Information Technology	Coding & Classification System	Health Occupation	13
Health Information Technology	Coding & Classification System	Health Occupation	13
Physical Education - Health	Nutrition	Sciences	13
English	Basic Composition	Communications	9
English	Rhetoric I	Communications	23
English	Rhetoric II	Communications	25
English	Rhetoric II	Communications	25

Mathematics	General Education Mathematics	Mathematics	35
Mathematics	College Algebra	Arts & Sciences Administration	21
Mathematics	Statistics	Arts & Sciences Administration	35
Mathematics	Calculus I	Mathematics	14
Mathematics	Differ Equations	Mathematics	12
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	15
Philosophy	Philosophy	Humanities & Fine Arts	32
Biology	Introduction to Biology	Sciences	18
Biology	Introduction to Biology	Sciences	20
Biology	Introduction to Biology	Sciences	20
Biology	Microbiology	Sciences	15
Biology	Microbiology	Sciences	15
Chemistry	Fundamentals of Chemistry	Sciences	11
Chemistry	Fundamentals of Chemistry	Sciences	11
Computer Information Systems	Introduction to Networking	Business Technology	0
Computer Information Systems	Introduction to Networking	Business Technology	0
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	11
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	11
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	12
Computer Information Systems	Computer Diagnosis & Service I	Business Technology	12
Humanities	Humanities Through the Arts	Humanities & Fine Arts	32
Art	Photography I	Humanities & Fine Arts	9
Art	Photography II	Arts & Sciences Administration	6
Mathematics	Mathematics Fundamentals	Mathematics	16
Computer Information Systems	Career Essentials for CIS	Business Technology	17
Computer Information Systems	Career Essentials for CIS	Business Technology	14
Computer Science	Business Computer Systems	Arts & Sciences Administration	20
Computer Science	Business Computer Systems	Arts & Sciences Administration	20
Computer Science	Business Computer Systems	Arts & Sciences Administration	17
Computer Science	Business Computer Systems	Arts & Sciences Administration	17
Computer Science	Business Computer Systems	Business Technology	14
Music	College Singers	Community Services	0

Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Music	College Singers 2	Humanities & Fine Arts	0
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Music	College Singers 3	Humanities & Fine Arts	0
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	0
Music	College Singers 1	Humanities & Fine Arts	0
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Political Science	US Natl Government	Social & Behavioral Sciences	11
Business	Principles of Marketing	Business Technology	12
Business	Introduction to Business	Business Technology	27
Automotive	Fuel Sys and Emission Controls	Technical Occupation	13
Automotive	Fuel Sys and Emission Controls	Technical Occupation	13
Automotive	Automotive Electrical Systems	Technical Occupation	15
Automotive	Automotive Electrical Systems	Technical Occupation	15
Automotive	Advanced Elec Syst & Accessori	Technical Occupation	11
Automotive	Advanced Elec Syst & Accessori	Technical Occupation	11
Automotive	Automotive Service II	Technical Occupation	5
Automotive	Automotive Service II	Technical Occupation	5
Chemistry	Intro to Chemistry I	Sciences	16
Chemistry	Intro to Chemistry I	Sciences	16
Biology	Introduction to Biology	Sciences	16
Biology	Introduction to Biology	Sciences	16
Biology	Anatomy & Physiology II	Sciences	8
Physical Education - Health	Nutrition	Sciences	13
Mathematics	Elementary Algebra-Part I	Mathematics	2
Mathematics	Elementary Algebra-Part I	Mathematics	21
Mathematics	Elementary Algebra-Part II	Mathematics	24

Mathematics	Intermed Algebra-Part II	Mathematics	11
Mathematics	General Education Mathematics	Mathematics	31
Mathematics	General Education Mathematics	Mathematics	31
Mathematics	College Trig	Mathematics	31
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	32
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	29
Philosophy	Wrld Religions in Global Conte	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Percussion Maj	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Percussion Maj	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Percussion Maj	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
English	Rhetoric I	Communications	17
Early Childhood Education	Curriculum Planning for Childr	Technical Occupation	10
Early Childhood Education	Play & Guidance of Children	Technical Occupation	10
Early Childhood Education	The First Three Years of Life	Technical Occupation	22
Law Enforcement	Administration of Justice	Technical Occupation	19
Law Enforcement	Law Enforcement & Comm Relatio	Technical Occupation	16
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	5
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	5
Nursing	Mental Health Nursing	Health Occupation	7
Nursing	Mental Health Nursing	Health Occupation	8
Nursing	Mental Health Nursing	Health Occupation	8

Nursing	Mental Health Nursing	Health Occupation	4
Nursing	Mental Health Nursing	Health Occupation	8
Automotive	Successful Career & Life Stra	Business Technology	2
Automotive	Successful Career & Life Stra	Business Technology	4
Business	Successful Career & Life Stra	Business Technology	6
Business	Successful Career & Life Stra	Business Technology	6
Computer Aided Design	Successful Career & Life Stra	Business Technology	3
Computer Aided Design	Successful Career & Life Stra	Business Technology	3
Computer Information Systems	Intro to HTML Coding	Career & Tech Ed Administratio	16
Computer Information Systems	Intro to HTML Coding	Career & Tech Ed Administratio	16
Computer Information Systems	Data Base Management	Business Technology	15
Computer Information Systems	Data Base Management	Business Technology	15
Computer Information Systems	Successful Career & Life Stra	Business Technology	3
Computer Information Systems	Successful Career & Life Stra	Business Technology	5
Computer Science	Informational Technology	Arts & Sciences Administration	21
Computer Science	Business Computer Systems	Business Technology	21
Computer Science	Business Computer Systems	Business Technology	21
Computer Science	Multimedia Applications	Business Technology	6
Heating, Vent & A/C	Successful Career & Life Stra	Business Technology	0
Heating, Vent & A/C	Successful Career & Life Stra	Business Technology	0
Office Management Technology	Successful Career & Life Stra	Business Technology	0
Office Management Technology	Successful Career & Life Stra	Business Technology	3
Music	Music Appreciation	Humanities & Fine Arts	24
Music	Music Appreciation	Humanities & Fine Arts	24
Music	Music Appreciation	Arts & Sciences Administration	29
Music	Trends Modern American Music	Humanities & Fine Arts	29
Music	World Music Survey	Humanities & Fine Arts	29
Music	World Music Survey	Humanities & Fine Arts	28
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	3
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0

Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Music	Private Applied Guitar Music M	Humanities & Fine Arts	6
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Strings Major	Humanities & Fine Arts	2
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	2
Music	Private Applied Woodwind Major	Humanities & Fine Arts	0
Music	Private Applied Woodwind Non-M	Humanities & Fine Arts	0
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	1
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Music	Private Applied Percussion Maj	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Strings Major	Humanities & Fine Arts	1
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	1
Music	Private Applied Brass Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	0
Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Music	Private Applied Strings Major	Humanities & Fine Arts	0
Music	Private Applied Strings Non-Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Music Ma	Humanities & Fine Arts	0
Music	Private Applied Piano Non-Majo	Humanities & Fine Arts	0
Music	Private Applied Voice Music Ma	Humanities & Fine Arts	0
Music	Priv. Applied Voice Music No-M	Humanities & Fine Arts	1
Music	Private Applied Percussion Maj	Humanities & Fine Arts	0

Music	Private Applied Percussion N-M	Humanities & Fine Arts	0
Physical Therapy Assistant	Seminar in Health Career Lit.	Career & Tech Ed Administratio	25
Business	Business Law and Contracts	Business Technology	16
Chemistry	Fundamentals of Chemistry	Sciences	20
Chemistry	Fundamentals of Chemistry	Sciences	20
Mathematics	Elementary Algebra-Part I	Mathematics	14
Mathematics	Elementary Algebra-Part II	Mathematics	15
Mathematics	Intermed Algebra-Part I	Mathematics	24
Mathematics	General Education Mathematics	Mathematics	24
Mathematics	College Algebra	Arts & Sciences Administration	18
Mathematics	College Algebra	Mathematics	21
Psychology	Intro to Psychology	Social & Behavioral Sciences	34
Psychology	Intro to Psychology	Social & Behavioral Sciences	33
Psychology	Abnormal Psychology	Arts & Sciences Administration	32
Psychology	Life Span: Survey of Human Dev	Social & Behavioral Sciences	33
Mathematics	Mathematics Fundamentals	Mathematics	31
Mathematics	Mathematics Fundamentals	Mathematics	31
Automotive	Basic Vehicle Mechanics	Technical Occupation	17
English	Basic Composition	Communications	10
English	Basic Composition	Communications	22
English	Rhetoric I	Communications	20
English	Rhetoric I	Communications	24
English	Rhetoric II	Communications	19
	Sum:		

Faculty Assignment Load	Assignment Paid Amount	Section Minimum Credits	Assignment Instructional Method
0		3	LEC
0		3	LEC
5		5	LEC
3		3	LEC
3		3	LEC
1		3	LEC
3		3	LEC
3	\$2,795.55	3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,937.09	3	LEC
3	\$2,795.55	3	LEC
3	\$2,795.55	3	LEC
3	\$2,795.55	3	LEC
3	\$3,086.79	4	LAB
3	\$3,086.79	4	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,938.08	3	LEC
3	\$2,938.08	3	LEC
3		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
3		3	LEC
3		3	LEC
1		3	LAB
2		3	LEC

0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
4	\$3,917.44	4 LEC
4	\$3,917.44	4 LEC
3	\$2,937.09	3 LEC
0		1 LEC
3	\$3,000.00	3 LEC
1	\$1,000.00	1 LEC
3	\$2,563.92	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$2,795.55	5 LAB
4	\$3,727.40	5 LEC
3	\$2,806.05	4 LAB
3	\$2,806.05	4 LEC
3	\$2,831.16	3 LAB
2	\$1,887.44	3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
0		3 LEC

0		3 LEC
0		3 LEC
3		3 LEC
2		4 LAB
3		4 LEC
0		4 LEC
3		5 LAB
4		5 LEC
4		4 LEC
5		5 LEC
3		5 LEC
0		4 LEC
3		3 LEC
2	\$1,863.70	2 LEC
2	\$1,638.04	8 LAB
6	\$4,914.12	8 LEC
3	\$2,938.08	4 LAB
3	\$2,938.08	4 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
2		3 LEC
2		3 LEC
2		3 LEC
2		3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LAB
2	\$1,863.70	3 LEC
3	\$2,795.55	3 LAB
2	\$1,863.70	3 LEC
3	\$2,865.45	3 LEC
3	\$2,865.45	3 LEC
3	\$2,865.45	3 LEC
2		5 LAB

4		5 LEC
6		5 LAB
3		5 LEC
3	\$2,795.55	3 LEC
3	\$2,563.92	3 LAB
2	\$1,709.28	3 LEC
3	\$2,563.92	3 LAB
2	\$1,709.28	3 LEC
2	\$1,709.28	8 LAB
6	\$5,127.84	8 LEC
3	\$2,670.84	3 LEC
0		2 LEC
0.5		1 LEC
0		2 LEC
0.5		1 LEC
0		2 LEC
0		1 LEC
1		2 LEC
0.5		1 LEC
4		4 LEC
4		4 LEC
4		4 LEC
3		3 LEC
0		4 LEC
3		3 LEC
3	\$2,563.92	3 LAB
2	\$1,709.28	3 LEC
3	\$2,563.92	3 LEC
3	\$2,563.92	3 LEC
3		3 LAB
2		3 LEC

3	\$2,938.08	3 LAB
2	\$1,958.72	3 LEC
3	\$2,938.08	3 LAB
2	\$1,958.72	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
0		3 LEC
3		3 LEC
3		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$2,938.08	3 LEC
1		1 LEC
0		2 LEC
3		3 LEC
3		3 LEC
3		3 LEC
4		3 LAB
1		3 LEC

3	\$2,938.08	4	LEC
3	\$2,938.08	4	LAB
3	\$2,938.08	4	LEC
2	\$1,792.44	3	LAB
2	\$1,792.44	3	LEC
2	\$1,792.44	3	LAB
2	\$1,792.44	3	LEC
3	\$2,693.73	3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,795.55	3	LEC
3	\$2,795.55	3	LEC
3	\$2,688.66	3	LAB
2	\$1,792.44	3	LEC
3	\$2,688.66	3	LAB
2	\$1,792.44	3	LEC
3	\$2,670.84	3	LEC
3	\$2,795.55	3	LAB
2	\$1,863.70	3	LEC
3		3	LEC
0		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC

3		3	LEC
3	\$2,670.84	2	LAB
1	\$890.28	2	LEC
3	\$2,670.84	2	LAB
1	\$890.28	2	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
0		3	LEC
3		3	LEC
3	\$2,688.66	3	LAB
2	\$1,792.44	3	LEC
3		3	LEC
3		3	LEC
0		3	LEC
3	\$2,670.84	3	LEC
3	\$2,670.84	3	LEC
		3	LEC
0.67		3	LEC
0.67		3	LEC
0.66		3	LEC
2		3	LEC
0.5		3	LEC
0.5		3	LEC
0.5		3	LEC
0.5		3	LEC
0.5		3	LEC
0.5		3	LEC
0.5		3	LEC

0.5		3 LEC
3		4 LEC
3		4 LEC
3		4 LAB
3		4 LEC
0		4 LAB
0		4 LEC
3		4 LAB
0		4 LAB
3	\$2,937.09	3 LEC
3	\$2,937.09	3 LEC
2		1 LAB
2		1 LAB
1		2 LEC
0		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
3	\$2,938.08	3 LEC
3		5 LAB
4		5 LEC
1		5 LEC
3		5 LAB
4		5 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC
0		3 LEC

0		6 LEC
0		6 LEC
0		6 LEC
0		6 LEC
0		6 LEC
0		6 LEC
0		3 LEC
0		3 LEC
3	\$2,938.08	4 LAB
3	\$2,938.08	4 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$3,086.79	4 LAB
3	\$3,086.79	4 LEC
1		3 LAB
3		3 LEC
1		3 LAB
3		3 LEC
1		3 LAB
3		3 LEC
3		3 LEC
3	\$2,831.16	3 LAB
2	\$1,887.44	3 LEC
3	\$2,670.84	3 LEC
3		3 LEC
0		3 LEC
0		3 LEC
3		3 LEC
3		3 LEC

3		3 LEC
3		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
3	\$2,670.84	4 LAB
3	\$2,670.84	4 LAB
3	\$2,670.84	4 LAB
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
1		2 LEC
0		1 LEC
1		2 LEC
0		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
2	\$1,792.44	2 LEC
2	\$1,792.44	2 LEC
3	\$2,795.55	3 LAB

2	\$1,863.70	3	LEC
3	\$3,086.79	4	LEC
4	\$3,418.56	4	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,795.55	3	LEC
6	\$5,874.18	3	LAB
3	\$2,937.09	3	LEC
3	\$2,795.55	3	LEC
3	\$2,795.55	3	LEC
3	\$2,938.08	3	LEC
3	\$2,938.08	3	LEC
3	\$2,938.08	3	LEC
3	\$2,670.84	3	LEC
3	\$2,670.84	3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC
0		3	LEC

0		6	LEC
0		3	LEC
0		3	LEC
3	\$2,563.92	3	LAB
2	\$1,709.28	3	LEC
4	\$3,561.12	4	LEC
4	\$3,561.12	4	LEC
4	\$3,561.12	4	LEC
3	\$2,806.05	3	LEC
3	\$2,806.05	3	LEC
3	\$2,938.08	3	LEC
3	\$2,938.08	3	LEC
3	\$2,563.92	3	LAB
2	\$1,709.28	3	LEC
1.5	\$1,228.53	1	LAB
0.5	\$409.51	1	LEC
1.5	\$1,228.53	1	LAB
0.5	\$409.51	1	LEC
3	\$3,000.00	3	LEC
3	\$3,000.00	3	LEC
3	\$2,806.05	3	LEC
3	\$2,525.44	3	LEC
3	\$2,806.05	3	LEC
3	\$2,806.05	3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,670.84	3	LEC
3	\$2,670.84	3	LEC
1		2	LEC
0.5		1	LEC
1		2	LEC

1		2	LEC
0.5		1	LEC
1		2	LEC
0.5		1	LEC
3		3	LEC
3		3	LEC
1.5		1	LAB
0.5		1	LEC
3		3	LAB
2		3	LEC
3	\$2,937.09	3	LEC
3	\$2,937.09	3	LEC
3	\$2,670.84	3	LEC
3		3	LEC
3		3	LEC
3	\$3,086.79	3	LEC
3	\$2,563.92	4	LEC
3	\$2,563.92	4	LEC
3	\$2,563.92	4	LAB
2.87		7	LAB
3.38		7	LEC
2.87		7	LAB
2	\$1,863.70	2	LEC
3	\$2,688.66	3	LAB
2	\$1,792.44	3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
0		3	LEC

0		3 LEC
0		3 LEC
0		3 LEC
3	\$2,670.84	3 LEC
3		3 LEC
3		3 LAB
2		3 LEC
3		5 LAB
4		5 LEC
3		3 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
0		4 LEC
3	\$2,693.73	2 LAB
1	\$897.91	2 LEC
3		5 LAB
4		5 LEC
3		4 LEC
3		4 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
0		3 LEC
3		3 LEC

3		3 LEC
0		3 LEC
0		3 LAB
0		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
2.87	\$2,452.82	7 LAB
4.88	\$4,170.64	7 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
6		3 LAB
3		3 LAB
0		3 LAB
6		3 LEC
0		3 LAB
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		2 LAB
1		2 LEC
1		2 LAB
1.5		2 LEC
2		2 LEC
6		5 LAB
2		2 LEC
3		4 LAB
3		4 LEC

4		4 LEC
3		3 LEC
0		2 LEC
0.5		1 LEC
0		2 LEC
0		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
6		3 LAB
0		3 LAB
0		3 LAB
3		3 LAB
6		3 LAB
5.7		3 LAB
3		3 LEC
0		3 LEC
4		4 LEC
4		4 LEC
0		4 LEC
4		4 LEC
0		3 LEC
1	\$979.36	1 LEC
1	\$979.36	1 LEC
2	\$1,958.72	2 LEC
2	\$1,958.72	2 LEC
2		2 LEC

2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
1		2 LEC
4		4 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
1		2 LEC
0		3 LAB
0		3 LEC
2.78		3 LAB
2		3 LEC
0		3 LAB
0		3 LEC
0		3 LEC
3		3 LAB
2		3 LEC
3		3 LAB
2		3 LEC
3		3 LAB
2		3 LEC
2		3 LAB
2		3 LEC

0		3 LEC
0		3 LEC
3	\$2,688.66	3 LAB
2	\$1,792.44	3 LEC
2	\$1,780.56	2 LEC
0.88		6 LEC
0.88		6 LEC
0.88		6 LEC
0.86		6 LEC
3		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3	\$2,688.66	4 LAB
3	\$2,688.66	4 LEC
3	\$2,563.92	3 LEC
3	\$2,563.92	3 LEC
3	\$2,795.55	4 LAB
3	\$2,795.55	4 LEC
3	\$2,563.92	3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3	\$2,563.92	3 LEC
3	\$2,563.92	3 LEC
3		4 LEC
0		4 LEC
3		4 LEC
3		4 LEC
3		4 LEC
0		4 LEC
3		4 LEC

0		2 LEC
0		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
0.58		6 LEC
0.58		6 LEC
0.58		6 LEC
0.58		6 LEC
0.58		6 LEC
0.6		6 LEC
1		3 LEC
4		4 LAB
2		4 LEC
3		4 LAB
2		4 LEC
3		3 LEC
0		3 LEC
3	\$2,563.92	3 LEC
6	\$5,662.32	4 LAB
2	\$1,887.44	4 LEC
3	\$3,086.79	3 LEC
3	\$3,086.79	3 LEC
3	\$3,086.79	3 LEC
2	\$1,780.56	3 LAB
2	\$1,780.56	3 LEC
2	\$1,780.56	2 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC

4		4 LEC
4		4 LEC
4		4 LEC
0		5 LEC
3		3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3		4 LAB
3		4 LAB
3		4 LEC
3		4 LAB
3		4 LEC
3	\$2,670.84	4 LAB
3	\$2,670.84	4 LEC
0		3 LEC
0		3 LEC
0		3 LAB
0		3 LEC
0		3 LAB
0		3 LEC
3	\$2,670.84	3 LEC
6	\$5,876.16	3 LAB
0		3 LAB
3	\$2,938.08	3 LEC
2		3 LEC
3		3 LEC
3		3 LAB
2		3 LEC
3		3 LAB
2		3 LEC
0		3 LEC
		LAB

0		2 LEC
0		1 LEC
		1 LAB
0		2 LEC
0.5		1 LEC
		1 LAB
1		2 LEC
0.5		1 LEC
		1 LAB
1		2 LEC
0.5		1 LEC
3	\$2,937.09	3 LEC
3	\$2,563.92	3 LEC
3	\$2,563.92	3 LEC
0		3 LAB
2		3 LEC
6		4 LAB
2		4 LEC
3		3 LAB
2		3 LEC
0		3 LAB
0		3 LEC
3	\$2,563.92	4 LAB
3	\$2,563.92	4 LEC
3	\$2,937.09	4 LAB
3	\$2,937.09	4 LEC
3	\$2,937.09	4 LEC
2	\$1,958.06	2 LEC
2		2 LEC
2		2 LEC
2		2 LEC

0		2 LEC
4		4 LEC
4		4 LEC
3		3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
3		3 LEC
0		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
1		2 LEC
0.5		1 LEC
3	\$2,795.55	3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3	\$2,938.08	3 LEC
3	\$2,795.55	3 LEC
3	\$2,795.55	3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC
0.5		3 LEC

0.5		3 LEC
0.5		3 LEC
2		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
0		2 LEC
0		2 LEC
0		3 LAB
0		3 LEC
3		3 LAB
2		3 LEC
2		2 LEC
2		2 LEC
1		2 LEC
3		3 LAB
2		3 LEC
0		3 LEC
0		2 LEC
2		2 LEC
2		2 LEC
2		2 LEC
3		3 LEC
0		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
3		3 LEC
0		2 LEC
0		1 LEC

0		1	LEC
0		2	LEC
3	\$2,670.84	3	LEC
3	\$2,795.55	4	LAB
3	\$2,795.55	4	LEC
1		2	LEC
0		2	LEC
2		2	LEC
4		4	LEC
4		4	LEC
4		4	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3	\$2,795.55	3	LEC
3	\$2,795.55	3	LEC
2		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
3		3	LEC
0		3	LEC
1607.85			

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR SPRING SEMESTER 2019 IN THE AMOUNT OF \$9,014.48 AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement]

COST ANALYSIS: \$9,010.48 – Per Board-Union Agreement, Section 4.5, Adjunct Faculty Members who teach a minimum of three (3) credit hours shall be paid one half-hour (30 minutes) total (not per course) for each week of the semester in which they teach.

ATTACHMENTS: Consultation Hours Report for Adjunct Faculty Members – Spring 2019

2019 Spring Adjunct Stipend Report

Adjuncts Full Name	Course Section	Section Title	Enrollment	Credits	Instructional Method	Load	Stipend Amount	Start Date	End Date
Alexandru, Vica	MAT-110-1L	College Trig	14	3	LEC	3	\$ 2,795.55	1/14/2019	5/15/2019
Alexandru, Vica	MAT-083-72	Elementary Algebra-Part I	0	2	LEC	2	\$ 1,863.70	3/13/2019	5/15/2019
Andujar, Rey	HUM-154-52	Latin American Culture	24	3	LEC	3	\$ 2,937.09	1/14/2019	5/13/2019
Arias, Olga	ENG-102-2B	Rhetoric II	24	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Arias, Olga	ENG-102-7E	Rhetoric II	24	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Arias, Olga	HUM-151-1F	Humanities: History & Philosop	24	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	19	4	LEC/LAB	3	\$ 6,173.58	1/14/2019	5/15/2019
Baker, Chris	PSY-215-22	Life Span: Survey of Human Dev	31	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Baker, Chris	PSY-215-42	Life Span: Survey of Human Dev	31	3	LEC	3	\$ 2,938.08	1/16/2019	5/15/2019
Banks, Theodora	NUR-116-A4	Mental Health Nursing	8	3	CLN	3	\$ 2,563.92	1/14/2019	2/15/2019
Banks, Theodora	NUR-116-B4	Mental Health Nursing	7	3	CLN	3	\$ 2,563.92	2/21/2019	4/5/2019
Banks, Theodora	NUR-116-C4	Mental Health Nursing	7	3	CLN	3	\$ 2,563.92	4/9/2019	5/17/2019
Behling, William	BUS-111-2D	Introduction to Business	21	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Behling, William	BUS-208-1F	Prin of Management	14	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Behling, William	BUS-111-32	Introduction to Business	18	3	LEC	3	\$ 2,938.08	1/16/2019	5/15/2019
Bondlow, Fred	BUS-102-22	Managerial Accounting	6	3	LEC	3	\$ 2,938.08	1/16/2019	5/15/2019
Bondlow, Fred	BUS-203-12	Intermediate Accounting II	14	3	LEC	3	\$ 2,938.08	1/17/2019	5/16/2019
Boodoosingh, Savitri	MAT-102-2K	General Education Mathematics	18	4	LEC	4	\$ 3,917.44	1/14/2019	5/15/2019
Boodoosingh, Savitri	MAT-102-32	General Education Mathematics	7	4	LEC	4	\$ 3,917.44	2/11/2019	5/15/2019
Brasher, Stephen	ENG-101-Q2	Rhetoric I	20	3	LEC	3	\$ 2,937.09	1/16/2019	5/15/2019
Bulat, Cheryl	ECE-100-NR	Early Child Growth & Developme	9	3	LEC	3	\$ 3,000.00	1/14/2019	5/16/2019
Bulat, Cheryl	ECE-162-8B	Creative Curriculum Preschool	10	1	LEC	1	\$ 1,000.00	4/6/2019	4/7/2019
Buzruk, Anupama	BUS-101-12	Financial Accounting	11	3	LEC	3	\$ 2,563.92	1/15/2019	5/14/2019
Campbell, Dana	CHM-105-31	General Chemistry I	23	5	LEC	7	\$ 6,522.95	1/14/2019	5/15/2019
Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	23	4	LEC/LAB	3	\$ 2,806.05	1/15/2019	5/16/2019
Campos, Veronica	CAD-130-1L	Architectural Residential Desi	9	3	LEC/LAB	5	\$ 4,718.60	1/14/2019	5/15/2019
Carroll, Don	ENG-101-OK	Rhetoric I	23	3	LEC	3	\$ 2,795.55	1/14/2019	5/15/2019
Carroll, Don	ENG-102-ML	Rhetoric II	24	3	LEC	3	\$ 2,795.55	1/14/2019	5/15/2019
Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	12	8	LEC/LAB	8	\$ 6,552.12	3/22/2019	5/13/2019
Cisneros, Sharon	BIO-102-7B	Introduction to Biology	20	4	LEC/LAB	3	\$ 5,876.16	1/14/2019	5/16/2019
Cisneros, Sharon	BUS-107-1C	Principles of Marketing	17	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Cisneros, Sharon	BUS-111-NR	Introduction to Business	25	3	LEC	3	\$ 2,938.08	1/14/2019	5/16/2019
Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	11	3	LEC	3	\$ 2,795.55	1/14/2019	5/16/2019
Corral, Iris	ECE-210-NR	Early Childhood Administration	14	3	LEC	3	\$ 2,795.55	1/14/2019	5/16/2019
Corte, Anthony	CPS-111-H1	Business Computer Systems	20	3	LEC/LAB	5	\$ 4,659.25	1/15/2019	5/16/2019
Corte, Anthony	CPS-111-H2	Business Computer Systems	20	3	LEC/LAB	5	\$ 4,659.25	1/15/2019	5/16/2019
Craig, Marilyn	ENG-086-1B	Reading & Writing III	22	3	LEC	3	\$ 2,865.45	1/15/2019	5/16/2019
Craig, Marilyn	ENG-086-2E	Reading & Writing III	24	3	LEC	3	\$ 2,865.45	1/15/2019	5/16/2019
Craig, Marilyn	ENG-086-3F	Reading & Writing III	21	3	LEC	3	\$ 2,865.45	1/15/2019	5/16/2019
Cunat, Ronald	PHS-101-82	Astronomy	28	3	LEC	3	\$ 2,795.55	1/14/2019	5/13/2019
Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	9	3	LEC/LAB	5	\$ 4,273.20	1/15/2019	5/14/2019
Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	13	3	LEC/LAB	5	\$ 4,273.20	1/17/2019	5/16/2019
Denson, Ryan	EMT-101-11	Emergency Medical Technician	13	8	LEC/LAB	8	\$ 6,837.12	3/22/2019	5/13/2019
Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	25	3	LEC	3	\$ 2,670.84	1/14/2019	5/15/2019
Dominguez, Gerardo	CAD-107-1L	20/20 Kitchen Design	11	3	LEC/LAB	5	\$ 4,273.20	1/18/2019	5/10/2019
Dorgan, Irene	PSY-210-1D	Child Growth & Development	32	3	LEC	3	\$ 2,563.92	1/14/2019	5/15/2019
Drew, John	CPS-111-H6	Business Computer Systems	4	3	LEC/LAB	5	\$ 4,896.80	1/19/2019	5/11/2019
Drew, John	CPS-210-H1	Programming in Visual Basic	15	3	LEC/LAB	5	\$ 4,896.80	1/19/2019	5/11/2019
Drew, John	CPS-111-EC	Business Computer Systems	25	3	LEC/LAB	5	\$ 4,896.80	1/31/2019	5/9/2019
Dukes, Jackie	LAW-101-1C	Intro to Law Enforcement	32	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Dukes, Jackie	LAW-102-11	Intro to Criminology	20	3	LEC	3	\$ 2,938.08	1/18/2019	5/10/2019
Dutt, Eric	ENG-101-P2	Rhetoric I	24	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Dutt, Eric	ENG-102-Q2	Rhetoric II	24	3	LEC	3	\$ 2,938.08	1/17/2019	5/16/2019
Dutt, Eric	ENG-101-8B	Rhetoric I	20	3	LEC	3	\$ 2,938.08	1/19/2019	5/11/2019
Eshafi, Nouri	ECE-120-21	Language Arts for Children	22	3	LEC	3	\$ 2,938.08	1/14/2019	5/16/2019
Farina, Peter	BIO-203-3E	Anatomy & Physiology I	20	4	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Farina, Peter	BIO-212-1F	Microbiology	18	4	LEC/LAB	3	\$ 5,876.16	1/15/2019	5/16/2019

2019 Spring Adjunct Stipend Report

Adjuncts Full Name	Course Section	Section Title	Enrollment	Credits	Instructional Method	Load	Stipend Amount	Start Date	End Date
Farnsworth, Dan	HVA-120-21	Basic Sheet Metal Fabrication	12	3	LEC/LAB	2	\$ 3,584.88	1/15/2019	5/14/2019
Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	12	3	LEC/LAB	2	\$ 3,584.88	1/17/2019	5/16/2019
Festa, John	BUS-230-1E	Business Law and Contracts	9	3	LEC	3	\$ 2,693.73	1/15/2019	5/16/2019
Foltz, Chris	FIR-270-11	Fire Behavior and Combustion	5	3	LEC	3	\$ 2,795.55	1/14/2019	5/13/2019
Foltz, Chris	FIR-170-11	Principles of Fire and Emergen	7	3	LEC	3	\$ 2,795.55	1/15/2019	5/14/2019
Fortier, Jr, George	ATM-120-1G	Basic Vehicle Mechanics	16	3	LEC/LAB	5	\$ 4,481.10	1/14/2019	5/15/2019
Fortier, Jr, George	ATM-206-1C	Steering and Suspension	16	3	LEC/LAB	5	\$ 4,481.10	1/14/2019	5/15/2019
Franklin-Hammergren, Kirstin	HUM-150-5C	Humanities Through the Arts	22	3	LEC	3	\$ 2,670.84	1/18/2019	5/10/2019
Gan, Xiaoling	CIS-170-H1	Introduction to Java	12	3	LEC/LAB	5	\$ 4,659.25	1/14/2019	5/13/2019
Gilmartin, Beth	PHT-117-1B	Patient Mgt Ii: Tests & Measrm	13	2	LEC/LAB	4	\$ 3,561.12	1/16/2019	5/15/2019
Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	9	2	LEC/LAB	4	\$ 3,561.12	1/16/2019	5/15/2019
Glover, Brian	CAD-241-15	Autocad Productivity	9	3	LEC	5	\$ 4,481.10	1/15/2019	5/16/2019
Grady, Myeisha	SPE-101-H2	Principles of Public Speaking	21	3	LEC	3	\$ 2,670.84	1/15/2019	5/14/2019
Grady, Myeisha	SPE-101-8B	Principles of Public Speaking	23	3	LEC	3	\$ 2,670.84	1/19/2019	5/11/2019
Guansing, Melania	NUR-216-A4	Adult Health Nursing	7	6	CLN	7.5	\$ 6,409.80	1/16/2019	4/10/2019
Halm, James	SOC-100-22	Intro to Sociology	32	3	LEC	3	\$ 2,937.09	1/15/2019	5/14/2019
Halm, James	SOC-102-1H	Social Problems	31	3	LEC	3	\$ 2,937.09	1/15/2019	5/16/2019
Harmon, Loretta	NUR-216-B2	Adult Health Nursing	6	6	CLN	7.5	\$ 6,677.10	1/17/2019	4/11/2019
Hauswald, Carol	ENG-084-4L	Reading & Writing II	12	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Hernandez, Francisco	NUR-116-A3	Mental Health Nursing	5	3	CLN	3	\$ 2,563.92	1/16/2019	2/13/2019
Herron, Jesse	NUR-116-B3	Mental Health Nursing	5	3	CLN	3	\$ 2,563.92	2/27/2019	4/3/2019
Herron, Jesse	NUR-116-C3	Mental Health Nursing	4	3	CLN	3	\$ 2,563.92	4/10/2019	5/15/2019
Hirsch, Maynard	BIO-102-91	Introduction to Biology	20	4	LEC/LAB	3	\$ 5,876.16	1/14/2019	5/15/2019
Imburgia, Joseph	PSY-101-1B	Intro to Psychology	33	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Imburgia, Joseph	PSY-101-2C	Intro to Psychology	32	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Imburgia, Joseph	PSY-211-1F	Adolescent Psychology	22	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Jenkins, Anthony	BIO-102-KC	Introduction to Biology	20	4	LEC/LAB	3	\$ 6,173.58	1/19/2019	5/11/2019
Jordan, Harrell	NUR-216-A2	Adult Health Nursing	7	6	CLN	7.5	\$ 6,409.80	1/16/2019	4/10/2019
Karasek, Robert	CAD-100-8B	Autocad Fundamentals	7	3	LEC/LAB	5	\$ 4,718.60	1/19/2019	5/11/2019
Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	20	4	LAB	3	\$ 2,670.84	1/14/2019	5/16/2019
Khalifeh, Khalaf	BIO-102-2C	Introduction to Biology	20	4	LAB	3	\$ 2,670.84	1/15/2019	5/16/2019
Khalifeh, Khalaf	BIO-102-3C	Introduction to Biology	20	4	LAB	3	\$ 2,670.84	1/15/2019	5/16/2019
Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	25	3	LEC	3	\$ 2,795.55	1/14/2019	5/15/2019
Knickerbocker, Sharon	MUS-100-2E	Music Appreciation	25	3	LEC	3	\$ 2,795.55	1/14/2019	5/15/2019
Labno, David	MAT-084-3E	Elementary Algebra-Part II	9	2	LEC	2	\$ 1,792.44	1/14/2019	3/7/2019
Labno, David	MAT-085-3E	Intermed Algebra-Part I	11	2	LEC	2	\$ 1,792.44	3/12/2019	5/16/2019
Lasorella, Dalanía	CPS-111-H5	Business Computer Systems	17	3	LEC/LAB	5	\$ 4,659.25	1/17/2019	5/16/2019
Leven, Robert	BIO-203-41	Anatomy & Physiology I	20	4	LEC	3	\$ 3,086.79	1/14/2019	5/15/2019
Li, Jiarong	MAT-102-8B	General Education Mathematics	19	4	LEC	4	\$ 3,418.56	1/19/2019	5/11/2019
Lopez, Noe	MAT-100-11	Occupational Math	8	3	LEC	3	\$ 2,795.55	1/18/2019	5/10/2019
LoPresti, Joseph	ART-120-22	Art Appreciation	21	3	LEC	3	\$ 2,937.09	1/14/2019	5/13/2019
LoPresti, Joseph	ART-103-32	Drawing I	5	3	LEC	6	\$ 5,874.18	1/29/2019	5/16/2019
Lorgus, Richard	BUS-106-1F	Principles of Finance	14	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Lorgus, Richard	BUS-106-22	Principles of Finance	16	3	LEC	3	\$ 2,795.55	1/16/2019	5/15/2019
Lyons, Kenneth	LAW-207-1B	Court Procedures and Evidence	27	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	31	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Lyons, Kenneth	LAW-205-11	Criminal Law II	10	3	LEC	3	\$ 2,938.08	1/16/2019	5/15/2019
Mallett, Klaudia	PSY-101-8B	Intro to Psychology	32	3	LEC	3	\$ 2,670.84	1/19/2019	5/11/2019
Mallett, Klaudia	PSY-215-8B	Life Span: Survey of Human Dev	12	3	LEC	3	\$ 2,670.84	1/19/2019	5/11/2019
Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	5	3	LEC/LAB	5	\$ 4,273.20	1/15/2019	5/16/2019
Martinez Jr, Salvador	ENG-075-A1	Intensive Adv Grammar & Editin	15	4	LEC	4	\$ 3,561.12	1/14/2019	5/16/2019
Martinez Jr, Salvador	ENG-076-A1	Intensive Adv Reading & Writin	15	4	LEC	4	\$ 3,561.12	1/14/2019	5/15/2019
Martinez Jr, Salvador	ENG-077-A1	Intensive Adv Listening & Spea	15	4	LEC	4	\$ 3,561.12	1/15/2019	5/16/2019
Martino, Shannon	ART-125-1J	Art History I Prehistoric/Goth	18	3	LEC	3	\$ 2,806.05	1/14/2019	5/15/2019
Martino, Shannon	ART-126-1G	Art History II Renaissance & B	19	3	LEC	3	\$ 2,806.05	1/14/2019	5/15/2019
Matthews, Kay	ECE-100-1F	Early Child Growth & Developme	21	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019

2019 Spring Adjunct Stipend Report

Adjuncts Full Name	Course Section	Section Title	Enrollment	Credits	Instructional Method	Load	Stipend Amount	Start Date	End Date
Matthews, Kay	ECE-207-1J	Creative Expression of Childre	11	3	LEC	3	\$ 2,938.08	1/16/2019	5/15/2019
Medina, Gabriel	CAD-237-8B	Revit BIM Management	9	3	LEC/LAB	5	\$ 4,273.20	1/19/2019	5/11/2019
Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	13	1	LEC/LAB	2	\$ 1,638.04	1/15/2019	3/12/2019
Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	9	1	LEC/LAB	2	\$ 1,638.04	1/17/2019	3/14/2019
Miculinic, Bonnie	HUM-154-3G	Latin American Culture	24	3	LEC	3	\$ 3,000.00	1/14/2019	5/15/2019
Miculinic, Bonnie	HUM-154-8B	Latin American Culture	6	3	LEC	3	\$ 3,000.00	1/19/2019	5/11/2019
Miranda, Ashley	ENG-101-1B	Rhetoric I	24	3	LEC	3	\$ 2,806.05	1/15/2019	5/16/2019
Miranda, Ashley	ENG-101-6F	Rhetoric I	24	3	LEC	3	\$ 2,806.05	1/22/2019	5/16/2019
Miranda, Ashley	ENG-088-L2	Basic Composition	21	3	LEC	3	\$ 2,806.05	1/23/2019	5/15/2019
Montgomery, Jered	HUM-150-2C	Humanities Through the Arts	32	3	LEC	3	\$ 2,670.84	1/15/2019	5/16/2019
Montgomery, Jered	MUS-100-32	Music Appreciation	25	3	LEC	3	\$ 2,670.84	1/16/2019	5/15/2019
Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	11	3	LEC	3	\$ 2,937.09	1/14/2019	5/16/2019
Moreno, Benjamin	LAW-104-1E	Police Ops and Procedures I	32	3	LEC	3	\$ 2,937.09	1/15/2019	5/16/2019
Moreno, Berta	BUS-242-H1	Business Communications	12	3	LEC	3	\$ 2,670.84	1/17/2019	5/16/2019
Moses, Calvin	EDU-100-11	Intro to American Education	6	3	LEC	3	\$ 3,086.79	1/14/2019	5/13/2019
Mota Andrade, Jorge	BIO-204-5E	Anatomy & Physiology II	17	4	LEC	3	\$ 2,563.92	1/14/2019	5/15/2019
Mota Andrade, Jorge	BIO-212-H3	Microbiology	18	4	LEC/LAB	3	\$ 2,563.92	1/14/2019	5/15/2019
Mota Andrade, Jorge	BIO-204-34	Anatomy & Physiology II	7	4	LEC	3	\$ 2,563.92	1/15/2019	5/16/2019
Murphy, Martha	BUS-130-12	Quickbooks	7	2	LEC	2	\$ 1,863.70	1/16/2019	5/15/2019
Napoletano, Elizabeth	GSP-111-1G	Game Development Essentials	9	3	LEC/LAB	5	\$ 4,481.10	1/18/2019	5/10/2019
O'Halloran, Denis	FIR-132-11	Tactics and Strategy I	6	3	LEC	3	\$ 2,670.84	1/16/2019	5/15/2019
Paluka, Stephanie	PHT-122-2B	Therapeutic Exercise	13	2	LEC/LAB	4	\$ 3,591.64	1/18/2019	5/15/2019
Perez, Guadalupe	NUR-117-A3	NUR of the Childbearing Famil	5	3	LEC	3	\$ 2,563.92	2/26/2019	4/2/2019
Perez, Guadalupe	NUR-117-B3	NUR of the Childbearing Famil	5	3	LEC	3	\$ 2,563.92	4/9/2019	5/7/2019
Perusich, James	ENG-086-4L	Reading & Writing III	17	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Perusich, James	ENG-102-O2	Rhetoric II	24	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Ramirez, Patricia	NUR-216-B5	Adult Health Nursing	5	6	LEC	7.5	\$ 6,409.80	1/15/2019	4/9/2019
Reynard, Michael	MAT-080-8B	Mathematics Fundamentals	9	3	LEC	3	\$ 2,938.08	2/2/2019	5/11/2019
Ritz, Jim	LAW-206-11	Criminal Investigations	26	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Ritz, Jim	LAW-210-1B	Cold Case Investigation	21	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Rosa, Cari	NUR-216-B4	Adult Health Nursing	6	6	LEC	7.5	\$ 6,409.80	1/19/2019	4/13/2019
Rosson, Raiford Patrick	NUR-216-B6	Adult Health Nursing	6	6	LEC	7.5	\$ 6,409.80	1/15/2019	4/9/2019
Ruiz, Ruben	OMT-216-11	Spreadsheet Software Fundament	12	1	LEC	1	\$ 979.36	1/15/2019	2/26/2019
Ruiz, Ruben	OMT-218-15	Database Software Fundamentals	6	1	LEC	1	\$ 979.36	1/15/2019	2/26/2019
Ruiz, Ruben	OMT-219-H1	Database Software Advanced	7	2	LEC	2	\$ 1,958.72	3/5/2019	5/14/2019
Ruiz, Ruben	OMT-223-H1	Spreadsheet Software Advanced	4	2	LEC	2	\$ 1,958.72	3/5/2019	5/14/2019
Samplawski, Phyllis	SOC-101-22	The Family	31	3	LEC	3	\$ 2,795.55	1/16/2019	5/15/2019
Samplawski, Phyllis	SOC-100-8B	Intro to Sociology	31	3	LEC	3	\$ 2,795.55	1/19/2019	5/11/2019
Sanatore-Shanahan, Joann	NUR-116-B2	Mental Health Nursing	6	3	LEC	3	\$ 2,795.55	2/21/2019	4/3/2019
Sandoval, Jamie	CIS-181-12	Computer Diagnosis & Svc II	9	3	LEC	5	\$ 4,481.10	1/15/2019	5/16/2019
Sanei, Maxwell	PEH-101-2D	Personal & Community Health	8	2	LEC	2	\$ 1,780.56	1/14/2019	5/15/2019
Sassetti, James	LAW-210-21	Cold Case Investigation	28	3	LEC	3	\$ 2,938.08	1/14/2019	5/13/2019
Sassetti, James	LAW-104-22	Police Ops and Procedures I	20	3	LEC	3	\$ 2,938.08	1/17/2019	5/16/2019
Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	8	4	LEC	3	\$ 5,377.32	1/14/2019	5/15/2019
Schmidt, Michael	ENG-102-9B	Rhetoric II	24	3	LEC	3	\$ 2,563.92	1/14/2019	5/15/2019
Schmidt, Michael	ENG-102-1B	Rhetoric II	24	3	LEC	3	\$ 2,563.92	1/15/2019	5/16/2019
Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	16	4	LEC	3	\$ 5,591.10	1/14/2019	5/15/2019
Schultz, Arthur	BUS-201-12	Cost Accounting	14	3	LEC	3	\$ 2,563.92	1/14/2019	5/13/2019
Selvaggio, Nicole	ENG-101-9B	Rhetoric I	24	3	LEC	3	\$ 2,563.92	1/14/2019	5/15/2019
Selvaggio, Nicole	ENG-102-8B	Rhetoric II	24	3	LEC	3	\$ 2,563.92	1/26/2019	5/11/2019
Smith, Caleb	ART-120-1E	Art Appreciation	32	3	LEC	3	\$ 2,563.92	1/15/2019	5/16/2019
Smith, Duane	ATM-105-1C	Automatic Transmissions	16	4	LEC	8	\$ 7,549.76	1/15/2019	5/16/2019
Smith, Jeanine	PEH-103-3K	Nutrition	9	2	LEC	2	\$ 1,780.56	1/15/2019	5/16/2019
Smith, Jeanine	HIT-103-1H	Coding & Classification System	14	3	LEC	2	\$ 3,561.12	1/18/2019	5/10/2019
Smith-Irowa, Pamela	ENG-084-3F	Reading & Writing II	10	3	LEC	3	\$ 3,086.79	1/15/2019	5/16/2019
Smith-Irowa, Pamela	ENG-101-2B	Rhetoric I	24	3	LEC	3	\$ 3,086.79	1/15/2019	5/16/2019
Smith-Irowa, Pamela	ENG-086-6B	Reading & Writing III	19	3	LEC	3	\$ 3,086.79	1/23/2019	5/15/2019
Spoleti, Thomas	PHI-125-3A	Wrld Religions in Global Conte	14	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Spoleti, Thomas	PHI-201-1C	Philosophy	32	3	LEC	3	\$ 2,938.08	1/14/2019	5/15/2019
Steadman, Michael	CHM-100-4F	Fundamentals of Chemistry	14	4	LEC	6	\$ 5,341.68	1/14/2019	5/15/2019

2019 Spring Adjunct Stipend Report

Adjuncts Full Name	Course Section	Section Title	Enrollment	Credits	Instructional Method	Load	Stipend Amount	Start Date	End Date
Stefanski, Eric	HUM-150-42	Humanities Through the Arts	31	3	LEC	3	\$ 2,670.84	1/17/2019	5/16/2019
Stevens, Jane	ART-115-8B	Photography I	15	3	LEC	6	\$ 5,876.16	1/19/2019	5/11/2019
Stewart, Constance	MAT-080-42	Mathematics Fundamentals	15	3	LEC	3	\$ 2,938.08	1/15/2019	5/16/2019
Sun, Yizhong	POL-201-12	US Natl Government	13	3	LEC	3	\$ 2,937.09	1/14/2019	5/13/2019
Swint, Ashley	BUS-107-2B	Principles of Marketing	12	3	LEC	3	\$ 2,563.92	1/17/2019	5/16/2019
Swint, Ashley	BUS-111-EC	Introduction to Business	27	3	LEC	3	\$ 2,563.92	1/28/2019	5/16/2019
Talwar, Sundeep	CHM-101-1E	Intro to Chemistry I	18	4	LEC	3	\$ 5,127.84	1/15/2019	5/16/2019
Thelemaque, Cristina	BIO-204-4L	Anatomy & Physiology II	8	4	LEC	3	\$ 2,937.09	1/14/2019	5/15/2019
Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	20	4	LEC	3	\$ 5,874.18	1/15/2019	5/16/2019
Thelemaque, Cristina	PEH-103-1B	Nutrition	14	2	LEC	2	\$ 1,958.06	1/15/2019	5/16/2019
Traver, David	PHI-125-1E	Wrld Religions in Global Conte	32	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Traver, David	PHI-125-2F	Wrld Religions in Global Conte	30	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Tupa, Aline	NUR-117-C1	NUR of the Childbearing Famil	8	3	LEC	3	\$ 3,000.00	1/16/2019	2/12/2019
Tupa, Aline	NUR-117-A1	NUR of the Childbearing Famil	7	3	LEC	3	\$ 3,000.00	2/26/2019	4/2/2019
Tupa, Aline	NUR-117-B1	NUR of the Childbearing Famil	8	3	LEC	3	\$ 3,000.00	4/9/2019	5/7/2019
Turner, Jocelyn	ENG-101-R2	Rhetoric I	16	3	LEC	3	\$ 2,795.55	1/17/2019	5/16/2019
Vacek, Sarah	ECE-160-11	Curriculum Planning for Childr	12	3	LEC	3	\$ 2,938.08	1/14/2019	5/13/2019
Vacek, Sarah	ECE-200-1J	Play & Guidance of Children	9	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Vacek, Sarah	ECE-215-11	The First Three Years of Life	21	3	LEC	3	\$ 2,938.08	1/15/2019	5/14/2019
Voight, William	LAW-105-21	Administration of Justice	19	3	LEC	3	\$ 2,795.55	1/15/2019	5/14/2019
Voight, William	LAW-203-8B	Law Enforcement & Comm Relatio	11	3	LEC	3	\$ 2,795.55	1/19/2019	5/11/2019
Wiehle, Michael	BUS-230-NR	Business Law and Contracts	20	3	LEC	3	\$ 2,670.84	1/14/2019	5/16/2019
Williams-Triplett, Felicia	NUR-118-B3	NUR Care of Child & Family	6	3	LEC	3	\$ 2,563.92	1/31/2019	2/16/2019
Williams-Triplett, Felicia	NUR-118-C3	NUR Care of Child & Family	8	3	LEC	3	\$ 2,563.92	2/21/2019	4/6/2019
Willit, James	CHM-100-21	Fundamentals of Chemistry	18	4	LEC	3	\$ 5,591.10	1/14/2019	5/16/2019
Yaghoubi, Poupak	MAT-080-1B	Mathematics Fundamentals	30	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Yaghoubi, Poupak	MAT-080-6C	Mathematics Fundamentals	30	3	LEC	3	\$ 2,795.55	1/15/2019	5/16/2019
Young, Cynthia	NUR-216-A3	Adult Health Nursing	7	6	LEC	7.5	\$ 6,677.10	1/15/2019	4/12/2019
					Grand Total		\$ 671,326.36		
Updated 3.1.19									

Consultation Hours Spring 2019

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Credits	Stipend Amount	Rate	Consultation Stipend	Start Date	End Date
0003069	Alexandru, Vica	MAT-110-1L	College Trig	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019	5/15/2019
0156009	Arias, Olga	ENG-102-2B	Rhetoric II	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019	5/16/2019
0003075	Behling, William	BUS-111-2D	Introduction to Business	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003082	Bondlow, Fred	BUS-102-22	Managerial Accounting	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/16/2019	5/15/2019
0000757	Boodoosingh, Savitri	MAT-102-2K	General Education Mathematics	4	\$ 3,917.44	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003192	Cisneros, Sharon	BIO-102-7B	Introduction to Biology	4	\$ 5,876.16	\$ 979.36	\$ 235.05	1/14/2019	5/16/2019
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019	5/16/2019
0003180	Craig, Marilyn	ENG-086-1B	Reading & Writing III	3	\$ 2,865.45	\$ 955.15	\$ 229.24	1/15/2019	5/16/2019
0003185	Drew, John	CPS-111-H6	Business Computer Systems	3	\$ 4,896.80	\$ 979.36	\$ 235.05	1/19/2019	5/11/2019
0003183	Dukes, Jackie	LAW-101-1C	Intro to Law Enforcement	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003181	Dutt, Eric	ENG-101-8B	Rhetoric I	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/19/2019	5/11/2019
0003179	Eshafi, Nouri	ECE-120-21	Language Arts for Children	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/16/2019
0003210	Farina, Peter	BIO-203-3E	Anatomy & Physiology I	4	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003110	Halm, James	SOC-100-22	Intro to Sociology	3	\$ 2,937.09	\$ 979.03	\$ 234.97	1/15/2019	5/14/2019
0003113	Hauswald, Carol	ENG-084-4L	Reading & Writing II	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019	5/16/2019
0002953	Hirsch, Maynard	BIO-102-91	Introduction to Biology	4	\$ 5,876.16	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003136	Jenkins, Anthony	BIO-102-KC	Introduction to Biology	4	\$ 6,173.58	\$ 1,028.93	\$ 246.94	1/19/2019	5/11/2019
0158400	Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019	5/15/2019
0107914	Labno, David	MAT-084-3E	Elementary Algebra-Part II	2	\$ 1,792.44	\$ 896.22	\$ 107.55	1/14/2019	3/7/2019
0107914	Labno, David	MAT-085-3E	Intermed Algebra-Part I	2	\$ 1,792.44	\$ 896.22	\$ 107.55	3/12/2019	5/16/2019
0003171	Lasorella, Dalania	CPS-111-H5	Business Computer Systems	3	\$ 4,659.25	\$ 931.85	\$ 223.64	1/17/2019	5/16/2019
0003176	Leven, Robert	BIO-203-41	Anatomy & Physiology I	4	\$ 3,086.79	\$ 1,028.93	\$ 246.94	1/14/2019	5/15/2019
0002037	LoPresti, Joseph	ART-120-22	Art Appreciation	3	\$ 2,937.09	\$ 979.03	\$ 234.97	1/14/2019	5/13/2019
0027824	Lorgus, Richard	BUS-106-1F	Principles of Finance	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019	5/16/2019
0173996	Mallett, Klaudia	PSY-101-8B	Intro to Psychology	3	\$ 2,670.84	\$ 890.28	\$ 213.67	1/19/2019	5/11/2019
0003106	Matthews, Kay	ECE-100-1F	Early Child Growth & Developme	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0002885	Miculinic, Bonnie	HUM-154-3G	Latin American Culture	3	\$ 3,000.00	\$ 1,000.00	\$ 240.00	1/14/2019	5/15/2019
0076708	Moreno, Berta	BUS-242-H1	Business Communications	3	\$ 2,670.84	\$ 890.28	\$ 213.67	1/17/2019	5/16/2019
0003160	Perusich, James	ENG-086-4L	Reading & Writing III	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019	5/16/2019
0003172	Ritz, Jim	LAW-206-11	Criminal Investigations	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019	5/14/2019
0000797	Ruiz, Ruben	OMT-218-15	Database Software Fundamentals	1	\$ 979.36	\$ 979.36	\$ 107.73	1/15/2019	2/26/2019
0000797	Ruiz, Ruben	OMT-219-H1	Database Software Advanced	2	\$ 1,958.72	\$ 979.36	\$ 146.90	3/5/2019	5/14/2019
0156479	Samplawski, Phyllis	SOC-100-8B	Intro to Sociology	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/19/2019	5/11/2019
0003149	Sassetti, James	LAW-104-22	Police Ops and Procedures I	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/17/2019	5/16/2019
0003134	Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	4	\$ 5,377.32	\$ 896.22	\$ 215.09	1/14/2019	5/15/2019
0181260	Smith, Jeanine	HIT-103-1H	Coding & Classification System	3	\$ 3,561.12	\$ 890.28	\$ 213.67	1/18/2019	5/10/2019
0003165	Smith-Irowa, Pamela	ENG-084-3F	Reading & Writing II	3	\$ 3,086.79	\$ 1,028.93	\$ 246.94	1/15/2019	5/16/2019
0003155	Spoleti, Thomas	PHI-125-3A	Wrld Religions in Global Conte	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019	5/15/2019
0003141	Stevens, Jane	ART-115-8B	Photography I	3	\$ 5,876.16	\$ 979.36	\$ 235.05	1/19/2019	5/11/2019
0003137	Stewart, Constance	MAT-080-42	Mathematics Fundamentals	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019	5/16/2019
	Voight, William	LAW-105-21	Administration of Justice	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019	5/14/2019
0133829	Yaghoubi, Poupak	MAT-080-1B	Mathematics Fundamentals	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019	5/16/2019

Grand Total \$ 9,249.45

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Consultation Min	# of weeks	Consultation Hours	Factor	Consultation ECH	Credits	Load	Stipend Amount	Rate	Consultation Stipend	Start Date
0003193	Alexandru, Vica	MAT-083-72	Elementary Algebra-Part I	0.5	8	4	0.03	0.12	2	2	\$ 1,863.70	\$ 931.85		3/13/2019
0003069	Alexandru, Vica	MAT-110-1L	College Trig	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019
0165928	Andujar, Rey	HUM-154-52	Latin American Culture	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/14/2019
0156009	Arias, Olga	ENG-102-2B	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019
0156009	Arias, Olga	ENG-102-7E	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0156009	Arias, Olga	HUM-151-1F	Humanities: History & Philosop	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0003071	Ashraf, Mohammad	BIO-102-8J	Introduction to Biology	0.5	16	8	0.03	0.24	4	6	\$ 6,173.58	\$ 1,028.93		1/14/2019
0002972	Baker, Chris	PSY-215-22	Life Span: Survey of Human Dev	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0002972	Baker, Chris	PSY-215-42	Life Span: Survey of Human Dev	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/16/2019
0192466	Banks, Theodora	NUR-116-A4	Mental Health Nursing	0.5	5	2.5	0.03	0.075	3	3	\$ 2,563.92	\$ 854.64		1/14/2019
0192466	Banks, Theodora	NUR-116-B4	Mental Health Nursing	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		2/21/2019
0192466	Banks, Theodora	NUR-116-C4	Mental Health Nursing	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		4/9/2019
0003075	Behling, William	BUS-111-2D	Introduction to Business	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019
0003075	Behling, William	BUS-111-32	Introduction to Business	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/16/2019
0003075	Behling, William	BUS-208-1F	Prin of Management	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0003082	Bondlow, Fred	BUS-102-22	Managerial Accounting	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/16/2019
0003082	Bondlow, Fred	BUS-203-12	Intermediate Accounting II	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/17/2019
0000757	Boodoosingh, Savitri	MAT-102-2K	General Education Mathematics	0.5	16	8	0.03	0.24	4	4	\$ 3,917.44	\$ 979.36	\$ 235.05	1/14/2019
0000757	Boodoosingh, Savitri	MAT-102-32	General Education Mathematics	0.5	13	6.5	0.03	0.195	4	4	\$ 3,917.44	\$ 979.36		2/11/2019
0157079	Brasher, Stephen	ENG-101-Q2	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/16/2019
0000915	Bulat, Cheryl	ECE-100-NR	Early Child Growth & Developme	0.5	16	8	0.03	0.24	3	3	\$ 3,000.00	\$ 1,000.00		1/14/2019
0000915	Bulat, Cheryl	ECE-162-8B	Creative Curriculum Preschool	0.5	1	0.5	0.03	0.015	1	1	\$ 1,000.00	\$ 1,000.00		4/6/2019
0191822	Buzruk, Anupama	BUS-101-12	Financial Accounting	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/15/2019
0156441	Campbell, Dana	CHM-105-31	General Chemistry I	0.5	16	8	0.03	0.24	5	7	\$ 6,522.95	\$ 931.85		1/14/2019
0184403	Campbell, Elbert	CHM-100-1F	Fundamentals of Chemistry	0.5	16	8	0.03	0.24	4	3	\$ 2,806.05	\$ 935.35		1/15/2019
0003098	Campos, Veronica	CAD-130-1L	Architectural Residential Desi	0.5	16	8	0.03	0.24	3	5	\$ 4,718.60	\$ 943.72		1/14/2019
0153590	Carroll, Don	ENG-101-OK	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0153590	Carroll, Don	ENG-102-ML	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0154815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	0.5	8	4	0.03	0.12	8	8	\$ 6,552.12	\$ 819.02		3/22/2019
0003192	Cisneros, Sharon	BIO-102-7B	Introduction to Biology	0.5	16	8	0.03	0.24	4	6	\$ 5,876.16	\$ 979.36	\$ 235.05	1/14/2019
0003192	Cisneros, Sharon	BUS-107-1C	Principles of Marketing	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0003192	Cisneros, Sharon	BUS-111-NR	Introduction to Business	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019
0007800	Corral, Iris	ECE-210-NR	Early Childhood Administration	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0003191	Corte, Anthony	CPS-111-H1	Business Computer Systems	0.5	16	8	0.03	0.24	3	5	\$ 4,659.25	\$ 931.85		1/15/2019
0003191	Corte, Anthony	CPS-111-H2	Business Computer Systems	0.5	16	8	0.03	0.24	3	5	\$ 4,659.25	\$ 931.85		1/15/2019
0003180	Craig, Marilyn	ENG-086-1B	Reading & Writing III	0.5	16	8	0.03	0.24	3	3	\$ 2,865.45	\$ 955.15	\$ 229.24	1/15/2019
0170780	Craig, Marilyn	ENG-086-2E	Reading & Writing III	0.5	16	8	0.03	0.24	3	3	\$ 2,865.45	\$ 955.15		1/15/2019
0003180	Craig, Marilyn	ENG-086-3F	Reading & Writing III	0.5	16	8	0.03	0.24	3	3	\$ 2,865.45	\$ 955.15		1/15/2019
0037605	Cunat, Ronald	PHS-101-82	Astronomy	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0186164	Czuba, Michael	PHT-123-1B	Sys & Interventions I: Ortho	0.5	16	8	0.03	0.24	3	5	\$ 4,273.20	\$ 854.64		1/15/2019
0186164	Czuba, Michael	PHT-123-2B	Sys & Interventions I: Ortho	0.5	16	8	0.03	0.24	3	5	\$ 4,273.20	\$ 854.64		1/17/2019
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	0.5	8	4	0.03	0.12	8	8	\$ 6,837.12	\$ 854.64		3/22/2019
0160009	Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/14/2019
0049119	Dominguez, Gerardo	CAD-107-1L	20/20 Kitchen Design	0.5	16	8	0.03	0.24	3	5	\$ 4,273.20	\$ 854.64		1/18/2019
0003186	Dorgan, Irene	PSY-210-1D	Child Growth & Development	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/14/2019
0003185	Drew, John	CPS-111-EC	Business Computer Systems	0.5	14	7	0.03	0.21	3	5	\$ 4,896.80	\$ 979.36		1/31/2019
0003185	Drew, John	CPS-111-H6	Business Computer Systems	0.5	16	8	0.03	0.24	3	5	\$ 4,896.80	\$ 979.36	\$ 235.05	1/19/2019
0003185	Drew, John	CPS-210-H1	Programming in Visual Basic	0.5	16	8	0.03	0.24	3	5	\$ 4,896.80	\$ 979.36		1/19/2019
0003183	Dukes, Jackie	LAW-101-1C	Intro to Law Enforcement	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019
0003183	Dukes, Jackie	LAW-102-11	Intro to Criminology	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/18/2019
0003181	Dutt, Eric	ENG-101-8B	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/19/2019
0003181	Dutt, Eric	ENG-101-P2	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0003181	Dutt, Eric	ENG-102-Q2	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/17/2019
0003179	Eshafi, Nouri	ECE-120-21	Language Arts for Children	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Consultation Min	# of weeks	Consultation Hours	Factor	Consultation ECH	Credits	Load	Stipend Amount	Rate	Consultation Stipend	Start Date
0003210	Farina, Peter	BIO-203-3E	Anatomy & Physiology I	0.5	16	8	0.03	0.24	4	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019
0003210	Farina, Peter	BIO-212-1F	Microbiology	0.5	16	8	0.03	0.24	4	6	\$ 5,876.16	\$ 979.36		1/15/2019
0003212	Farnsworth, Dan	HVA-120-11	Basic Sheet Metal Fabrication	0.5	16	8	0.03	0.24	3	4	\$ 3,584.88	\$ 896.22		1/17/2019
0003212	Farnsworth, Dan	HVA-120-21	Basic Sheet Metal Fabrication	0.5	16	8	0.03	0.24	3	4	\$ 3,584.88	\$ 896.22		1/15/2019
0024667	Festa, John	BUS-230-1E	Business Law and Contracts	0.5	16	8	0.03	0.24	3	3	\$ 2,693.73	\$ 897.91		1/15/2019
0162452	Foltz, Chris	FIR-170-11	Principles of Fire and Emergen	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0162452	Foltz, Chris	FIR-270-11	Fire Behavior and Combustion	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0160558	Fortier, Jr, George	ATM-120-1G	Basic Vehicle Mechanics	0.5	16	8	0.03	0.24	3	5	\$ 4,481.10	\$ 896.22		1/14/2019
0160558	Fortier, Jr, George	ATM-206-1C	Steering and Suspension	0.5	16	8	0.03	0.24	3	5	\$ 4,481.10	\$ 896.22		1/14/2019
0165935	Franklin-Hammergren, Kirstin	HUM-150-5C	Humanities Through the Arts	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/18/2019
0000938	Gan, Xiaoling	CIS-170-H1	Introduction to Java	0.5	16	8	0.03	0.24	3	5	\$ 4,659.25	\$ 931.85		1/14/2019
0040272	Gilmartin, Beth	PHT-117-1B	Patient Mgt II: Tests & Measrm	0.5	16	8	0.03	0.24	2	4	\$ 3,561.12	\$ 890.28		1/16/2019
0040272	Gilmartin, Beth	PHT-122-1B	Therapeutic Exercise	0.5	16	8	0.03	0.24	2	4	\$ 3,561.12	\$ 890.28		1/16/2019
0156018	Glover, Brian	CAD-241-15	Autocad Productivity	0.5	16	8	0.03	0.24	3	5	\$ 4,481.10	\$ 896.22		1/15/2019
0157185	Grady, Myeisha	SPE-101-8B	Principles of Public Speaking	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/15/2019
0157185	Grady, Myeisha	SPE-101-H2	Principles of Public Speaking	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/15/2019
0190271	Guansing, Melania	NUR-216-A4	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,409.80	\$ 854.64		1/16/2019
0003110	Halm, James	SOC-100-22	Intro to Sociology	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03	\$ 234.97	1/15/2019
0003110	Halm, James	SOC-102-1H	Social Problems	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/15/2019
0177808	Harmon, Loretta	NUR-216-B2	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,677.10	\$ 890.28		1/17/2019
0003113	Hauswald, Carol	ENG-084-4L	Reading & Writing II	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019
0193606	Hernandez, Francisco	NUR-116-A3	Mental Health Nursing	0.5	5	2.5	0.03	0.075	3	3	\$ 2,563.92	\$ 854.64		1/16/2019
	Herron, Jesse	NUR-116-B3	Mental Health Nursing	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		2/27/2019
	Herron, Jesse	NUR-116-C3	Mental Health Nursing	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		4/10/2019
0002953	Hirsch, Maynard	BIO-102-91	Introduction to Biology	0.5	16	8	0.03	0.24	4	6	\$ 5,876.16	\$ 979.36	\$ 235.05	1/14/2019
0002912	Imburgia, Joseph	PSY-101-1B	Intro to Psychology	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0002912	Imburgia, Joseph	PSY-101-2C	Intro to Psychology	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0002912	Imburgia, Joseph	PSY-211-1F	Adolescent Psychology	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0003136	Jenkins, Anthony	BIO-102-KC	Introduction to Biology	0.5	16	8	0.03	0.24	4	6	\$ 6,173.58	\$ 1,028.93	\$ 246.94	1/19/2019
0190193	Jordan, Harrell	NUR-216-A2	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,409.80	\$ 854.64		1/16/2019
0003153	Karasek, Robert	CAD-100-8B	Autocad Fundamentals	0.5	16	8	0.03	0.24	3	5	\$ 4,718.60	\$ 943.72		1/19/2019
0106675	Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	0.5	16	8	0.03	0.24	4	3	\$ 2,670.84	\$ 890.28		1/14/2019
0106675	Khalifeh, Khalaf	BIO-102-2C	Introduction to Biology	0.5	16	8	0.03	0.24	4	3	\$ 2,670.84	\$ 890.28		1/15/2019
0106675	Khalifeh, Khalaf	BIO-102-3C	Introduction to Biology	0.5	16	8	0.03	0.24	4	3	\$ 2,670.84	\$ 890.28		1/15/2019
0158400	Knickerbocker, Sharon	MUS-100-1C	Music Appreciation	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/14/2019
0158400	Knickerbocker, Sharon	MUS-100-2E	Music Appreciation	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/14/2019
0107914	Labno, David	MAT-084-3E	Elementary Algebra-Part II	0.5	8	4	0.03	0.12	2	2	\$ 1,792.44	\$ 896.22	\$ 107.55	1/14/2019
0107914	Labno, David	MAT-085-3E	Intermed Algebra-Part I	0.5	8	4	0.03	0.12	2	2	\$ 1,792.44	\$ 896.22	\$ 107.55	3/12/2019
0003171	Lasorella, Dalanía	CPS-111-H5	Business Computer Systems	0.5	16	8	0.03	0.24	3	5	\$ 4,659.25	\$ 931.85	\$ 223.64	1/17/2019
0003176	Leven, Robert	BIO-203-41	Anatomy & Physiology I	0.5	16	8	0.03	0.24	4	3	\$ 3,086.79	\$ 1,028.93	\$ 246.94	1/14/2019
0190139	Li, Jiarong	MAT-102-8B	General Education Mathematics	0.5	16	8	0.03	0.24	4	4	\$ 3,418.56	\$ 854.64		1/19/2019
0003094	Lopez, Noe	MAT-100-11	Occupational Math	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/18/2019
0002037	LoPresti, Joseph	ART-103-32	Drawing I	0.5	14	7	0.03	0.21	3	6	\$ 5,874.18	\$ 979.03		1/29/2019
0002037	LoPresti, Joseph	ART-120-22	Art Appreciation	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03	\$ 234.97	1/14/2019
0027824	Lorgus, Richard	BUS-106-1F	Principles of Finance	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019
0027824	Lorgus, Richard	BUS-106-22	Principles of Finance	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/16/2019
0003100	Lyons, Kenneth	LAW-205-11	Criminal Law II	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/16/2019
0003100	Lyons, Kenneth	LAW-207-1B	Court Procedures and Evidence	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0003100	Lyons, Kenneth	LAW-208-1F	Police Organization and Admin	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0173996	Mallett, Klaudia	PSY-101-8B	Intro to Psychology	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28	\$ 213.67	1/19/2019
0173996	Mallett, Klaudia	PSY-215-8B	Life Span: Survey of Human Dev	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/19/2019
0037631	Marquez, Carlos	CAD-227-1L	Solid Works Assemblies	0.5	16	8	0.03	0.24	3	5	\$ 4,273.20	\$ 854.64		1/15/2019
0167581	Martinez Jr, Salvador	ENG-075-A1	Intensive Adv Grammar & Editin	0.5	16	8	0.03	0.24	4	4	\$ 3,561.12	\$ 890.28		1/14/2019
0167581	Martinez Jr, Salvador	ENG-076-A1	Intensive Adv Reading & Writin	0.5	16	8	0.03	0.24	4	4	\$ 3,561.12	\$ 890.28		1/14/2019

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Consultation Min	# of weeks	Consultation Hours	Factor	Consultation ECH	Credits	Load	Stipend Amount	Rate	Consultation Stipend	Start Date
0167581	Martinez Jr, Salvador	ENG-077-A1	Intensive Adv Listening & Spea	0.5	16	8	0.03	0.24	4	4	\$ 3,561.12	\$ 890.28		1/15/2019
0183993	Martino, Shannon	ART-125-1J	Art History I Prehistoric/Goth	0.5	16	8	0.03	0.24	3	3	\$ 2,806.05	\$ 935.35		1/14/2019
0183993	Martino, Shannon	ART-126-1G	Art History II Renaissance & B	0.5	16	8	0.03	0.24	3	3	\$ 2,806.05	\$ 935.35		1/14/2019
0003106	Matthews, Kay	ECE-100-1F	Early Child Growth & Developme	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019
0003106	Matthews, Kay	ECE-207-1J	Creative Expression of Childre	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/16/2019
0016851	Medina, Gabriel	CAD-237-8B	Revit BIM Management	0.5	16	8	0.03	0.24	3	5	\$ 4,273.20	\$ 854.64		1/19/2019
0088242	Merrill, Willie	PHT-125-1B	Therapeutic Modalities II	0.5	8	4	0.03	0.12	1	2	\$ 1,638.04	\$ 819.02		1/15/2019
0088242	Merrill, Willie	PHT-125-2B	Therapeutic Modalities II	0.5	9	4.5	0.03	0.135	1	2	\$ 1,638.04	\$ 819.02	\$ -	1/17/2019
0002885	Miculinic, Bonnie	HUM-154-3G	Latin American Culture	0.5	16	8	0.03	0.24	3	3	\$ 3,000.00	\$ 1,000.00	\$ 240.00	1/14/2019
0002885	Miculinic, Bonnie	HUM-154-8B	Latin American Culture	0.5	16	8	0.03	0.24	3	3	\$ 3,000.00	\$ 1,000.00		1/19/2019
0170780	Miranda, Ashley	ENG-088-L2	Basic Composition	0.5	15	7.5	0.03	0.225	3	3	\$ 2,806.05	\$ 935.35		1/23/2019
0170780	Miranda, Ashley	ENG-101-1B	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,806.05	\$ 935.35		1/15/2019
0170780	Miranda, Ashley	ENG-101-6F	Rhetoric I	0.5	15	7.5	0.03	0.225	3	3	\$ 2,806.05	\$ 935.35		1/22/2019
0002467	Montgomery, Jered	HUM-150-2C	Humanities Through the Arts	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/15/2019
0002467	Montgomery, Jered	MUS-100-32	Music Appreciation	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/16/2019
0155712	Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/14/2019
0155712	Moreno, Benjamin	LAW-104-1E	Police Ops and Procedures I	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/15/2019
0076708	Moreno, Berta	BUS-242-H1	Business Communications	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28	\$ 213.67	1/17/2019
0003131	Moses, Calvin	EDU-100-11	Intro to American Education	0.5	16	8	0.03	0.24	3	3	\$ 3,086.79	\$ 1,028.93		1/14/2019
0192221	Mota Andrade, Jorge	BIO-204-34	Anatomy & Physiology II	0.5	16	8	0.03	0.24	4	3	\$ 2,563.92	\$ 854.64		1/15/2019
0192221	Mota Andrade, Jorge	BIO-204-5E	Anatomy & Physiology II	0.5	16	8	0.03	0.24	4	3	\$ 2,563.92	\$ 854.64		1/14/2019
0192221	Mota Andrade, Jorge	BIO-212-H3	Microbiology	0.5	16	8	0.03	0.24	4	3	\$ 2,563.92	\$ 854.64		1/14/2019
0002935	Murphy, Martha	BUS-130-12	Quickbooks	0.5	16	8	0.03	0.24	2	2	\$ 1,863.70	\$ 931.85		1/16/2019
	Napoletano, Elizabeth	GSP-111-1G	Game Development Essentials	0.5	16	8	0.03	0.24	3	5	\$ 4,481.10	\$ 896.22		1/18/2019
0081992	O'Halloran, Denis	FIR-132-11	Tactics and Strategy I	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/16/2019
0197372	Paluka, Stephanie	PHT-122-2B	Therapeutic Exercise	0.5	16	8	0.03	0.24	2	4	\$ 3,591.64	\$ 897.91		1/18/2019
0003160	Perez, Guadalupe	NUR-117-A3	NUR of the Childbearing Famil	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		2/26/2019
	Perez, Guadalupe	NUR-117-B3	NUR of the Childbearing Famil	0.5	5	2.5	0.03	0.075	3	3	\$ 2,563.92	\$ 854.64		4/9/2019
	Perusich, James	ENG-086-4L	Reading & Writing III	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019
0003160	Perusich, James	ENG-102-O2	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0048906	Ramirez, Patricia	NUR-216-B5	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,409.80	\$ 854.64		1/15/2019
0003168	Reynard, Michael	MAT-080-8B	Mathematics Fundamentals	0.5	13	6.5	0.03	0.195	3	3	\$ 2,938.08	\$ 979.36		2/2/2019
0003172	Ritz, Jim	LAW-206-11	Criminal Investigations	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019
0003172	Ritz, Jim	LAW-210-1B	Cold Case Investigation	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0066995	Rosa, Cari	NUR-216-B4	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,409.80	\$ 854.64		1/19/2019
0196244	Rosson, Raiford Patrick	NUR-216-B6	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,409.80	\$ 854.64		1/15/2019
0000797	Ruiz, Ruben	OMT-216-11	Spreadsheet Software Fundament	0.5	7	3.5	0.03	0.105	1	1	\$ 979.36	\$ 979.36		1/15/2019
0000797	Ruiz, Ruben	OMT-218-15	Database Software Fundamentals	0.5	7	3.5	0.03	0.11	1	1	\$ 979.36	\$ 979.36	\$ 107.73	1/15/2019
0000797	Ruiz, Ruben	OMT-219-H1	Database Software Advanced	0.5	10	5	0.03	0.15	2	2	\$ 1,958.72	\$ 979.36	\$ 146.90	3/5/2019
0000797	Ruiz, Ruben	OMT-223-H1	Spreadsheet Software Advanced	0.5	10	5	0.03	0.15	2	2	\$ 1,958.72	\$ 979.36		3/5/2019
0156479	Samplawski, Phyllis	SOC-100-8B	Intro to Sociology	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/19/2019
0156479	Samplawski, Phyllis	SOC-101-22	The Family	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/16/2019
0007859	Sanatore-Shanahan, Joann	NUR-116-B2	Mental Health Nursing	0.5	6	3	0.03	0.09	3	3	\$ 2,795.55	\$ 931.85		2/21/2019
0003018	Sandoval, Jamie	CIS-181-12	Computer Diagnosis & Svc II	0.5	16	8	0.03	0.24	3	5	\$ 4,481.10	\$ 896.22		1/15/2019
0162444	Sanei, Maxwell	PEH-101-2D	Personal & Community Health	0.5	16	8	0.03	0.24	2	2	\$ 1,780.56	\$ 890.28		1/14/2019
0003149	Sassetti, James	LAW-104-22	Police Ops and Procedures I	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/17/2019
0003149	Sassetti, James	LAW-210-21	Cold Case Investigation	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0003134	Schmidt, Joseph	CIS-136-12	Server Configuration & Admin	0.5	16	8	0.03	0.24	4	6	\$ 5,377.32	\$ 896.22	\$ 215.09	1/14/2019
0192448	Schmidt, Michael	ENG-102-1B	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/15/2019
0192448	Schmidt, Michael	ENG-102-9B	Rhetoric II	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/14/2019
0160546	Schrey, Courtney	CHM-100-3B	Fundamentals of Chemistry	0.5	16	8	0.03	0.24	4	6	\$ 5,591.10	\$ 931.85		1/14/2019
0163224	Schultz, Arthur	BUS-201-12	Cost Accounting	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/14/2019
0189751	Selvaggio, Nicole	ENG-101-9B	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/14/2019
0189751	Selvaggio, Nicole	ENG-102-8B	Rhetoric II	0.5	15	7.5	0.03	0.225	3	3	\$ 2,563.92	\$ 854.64		1/26/2019

Faculty ID	Adjuncts Full Name	Course Section	Section Title	Consultation Min	# of weeks	Consultation Hours	Factor	Consultation ECH	Credits	Load	Stipend Amount	Rate	Consultation Stipend	Start Date
0195181	Smith, Caleb	ART-120-1E	Art Appreciation	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/15/2019
0003170	Smith, Duane	ATM-105-1C	Automatic Transmissions	0.5	16	8	0.03	0.24	4	8	\$ 7,549.76	\$ 943.72		1/15/2019
0181260	Smith, Jeanine	HIT-103-1H	Coding & Classification System	0.5	16	8	0.03	0.24	3	4	\$ 3,561.12	\$ 890.28	\$ 213.67	1/18/2019
0181260	Smith, Jeanine	PEH-103-3K	Nutrition	0.5	16	8	0.03	0.24	2	2	\$ 1,780.56	\$ 890.28		1/15/2019
0003165	Smith-Irowa, Pamela	ENG-084-3F	Reading & Writing II	0.5	16	8	0.03	0.24	3	3	\$ 3,086.79	\$ 1,028.93	\$ 246.94	1/15/2019
0003165	Smith-Irowa, Pamela	ENG-086-6B	Reading & Writing III	0.5	15	7.5	0.03	0.225	3	3	\$ 3,086.79	\$ 1,028.93		1/23/2019
0003165	Smith-Irowa, Pamela	ENG-101-2B	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 3,086.79	\$ 1,028.93		1/15/2019
0003155	Spoleti, Thomas	PHI-125-3A	Wrld Religions in Global Conte	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/14/2019
0003155	Spoleti, Thomas	PHI-201-1C	Philosophy	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0182711	Steadman, Michael	CHM-100-4F	Fundamentals of Chemistry	0.5	16	8	0.03	0.24	4	6	\$ 5,341.68	\$ 890.28		1/14/2019
0184165	Stefanski, Eric	HUM-150-42	Humanities Through the Arts	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/17/2019
0003141	Stevens, Jane	ART-115-8B	Photography I	0.5	16	8	0.03	0.24	3	6	\$ 5,876.16	\$ 979.36	\$ 235.05	1/19/2019
0003137	Stewart, Constance	MAT-080-42	Mathematics Fundamentals	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36	\$ 235.05	1/15/2019
0003130	Sun, Yizhong	POL-201-12	US Natl Government	0.5	16	8	0.03	0.24	3	3	\$ 2,937.09	\$ 979.03		1/14/2019
0189488	Swint, Ashley	BUS-107-2B	Principles of Marketing	0.5	16	8	0.03	0.24	3	3	\$ 2,563.92	\$ 854.64		1/17/2019
0189489	Swint, Ashley	BUS-111-EC	Introduction to Business	0.5	14	7	0.03	0.21	3	3	\$ 2,563.92	\$ 854.64		1/28/2019
0156444	Talwar, Sundeeep	CHM-101-1E	Intro to Chemistry I	0.5	16	8	0.03	0.24	4	6	\$ 5,127.84	\$ 854.64		1/15/2019
0159232	Thelemaque, Cristina	BIO-102-5H	Introduction to Biology	0.5	16	8	0.03	0.24	4	6	\$ 5,874.18	\$ 979.03		1/15/2019
0159232	Thelemaque, Cristina	BIO-204-4L	Anatomy & Physiology II	0.5	16	8	0.03	0.24	4	3	\$ 2,937.09	\$ 979.03		1/14/2019
0159232	Thelemaque, Cristina	PEH-103-1B	Nutrition	0.5	16	8	0.03	0.24	2	2	\$ 1,958.06	\$ 979.03		1/15/2019
0160493	Traver, David	PHI-125-1E	Wrld Religions in Global Conte	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0160493	Traver, David	PHI-125-2F	Wrld Religions in Global Conte	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
	Tupa, Aline	NUR-117-A1	NUR of the Childbearing Famil	0.5	6	3	0.03	0.09	3	3	\$ 3,000.00	\$ 1,000.00		2/26/2019
	Tupa, Aline	NUR-117-B1	NUR of the Childbearing Famil	0.5	5	2.5	0.03	0.075	3	3	\$ 3,000.00	\$ 1,000.00		4/9/2019
	Tupa, Aline	NUR-117-C1	NUR of the Childbearing Famil	0.5	5	2.5	0.03	0.075	3	3	\$ 3,000.00	\$ 1,000.00		1/16/2019
0002931	Turner, Jocelyn	ENG-101-R2	Rhetoric I	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/17/2019
0003107	Vacek, Sarah	ECE-160-11	Curriculum Planning for Childr	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/14/2019
0003107	Vacek, Sarah	ECE-200-1J	Play & Guidance of Children	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
0003107	Vacek, Sarah	ECE-215-11	The First Three Years of Life	0.5	16	8	0.03	0.24	3	3	\$ 2,938.08	\$ 979.36		1/15/2019
	Voight, William	LAW-105-21	Administration of Justice	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019
0152888	Voight, William	LAW-203-8B	Law Enforcement & Comm Relatio	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/19/2019
0163956	Wiehle, Michael	BUS-230-NR	Business Law and Contracts	0.5	16	8	0.03	0.24	3	3	\$ 2,670.84	\$ 890.28		1/14/2019
	Williams-Triplett, Felicia	NUR-118-B3	NUR Care of Child & Family	0.5	14	7	0.03	0.21	3	3	\$ 2,563.92	\$ 854.64		1/31/2019
0192218	Williams-Triplett, Felicia	NUR-118-C3	NUR Care of Child & Family	0.5	6	3	0.03	0.09	3	3	\$ 2,563.92	\$ 854.64		2/21/2019
0160501	Willit, James	CHM-100-21	Fundamentals of Chemistry	0.5	16	8	0.03	0.24	4	6	\$ 5,591.10	\$ 931.85		1/14/2019
0133829	Yaghoubi, Poupak	MAT-080-1B	Mathematics Fundamentals	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85	\$ 223.64	1/15/2019
0133829	Yaghoubi, Poupak	MAT-080-6C	Mathematics Fundamentals	0.5	16	8	0.03	0.24	3	3	\$ 2,795.55	\$ 931.85		1/15/2019
0170839	Young, Cynthia	NUR-216-A3	Adult Health Nursing	0.5	12	6	0.03	0.18	6	7.5	\$ 6,677.10	\$ 890.28		1/15/2019
										726	\$ 671,326.36		\$ 9,249.45	

[illegible]

[illegible]

[illegible]

[illegible]

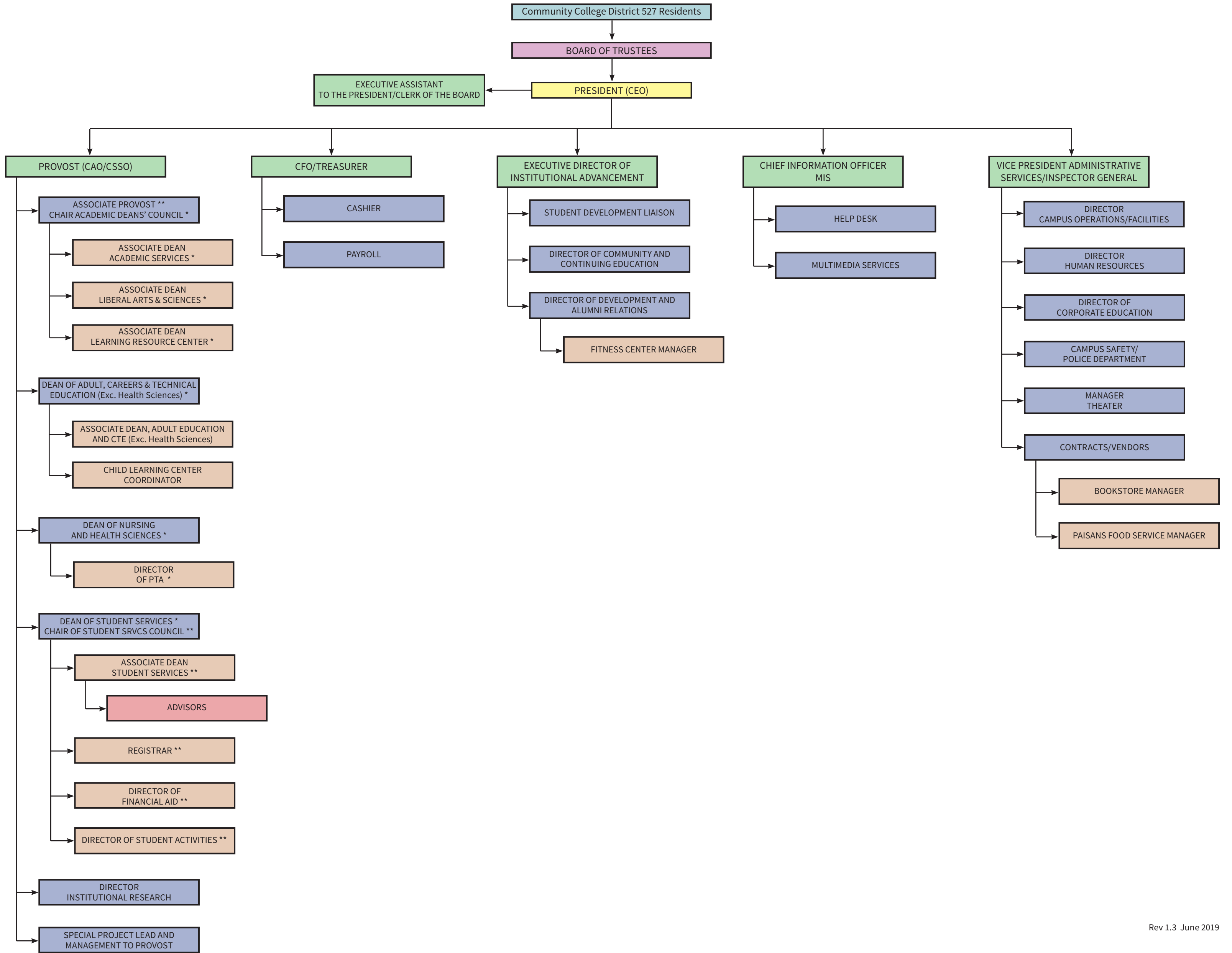
[illegible]

[illegible]

[illegible]

[illegible]

MORTON COLLEGE ORGANIZATIONAL CHART



* DENOTES POSITION ON DEAN'S COUNCIL
** DENOTES POSITION ON STUDENT SERVICES COUNCIL