



# MORTON COLLEGE

COMMUNITY COLLEGE DISTRICT NO. 527

COOK COUNTY, ILLINOIS

Minutes for the Regular Meeting

Wednesday, February 26, 2020

1. Call to Order

The Regular Meeting of the Board of Trustees of Illinois Community College District No. 527 was called to order by Board Chair Frances F. Reitz at 11:01 AM on Wednesday, February 26, 2020, in the Morton College Board Room (221-B)

2. Pledge of Allegiance

The Pledge of Allegiance was led by student Sandra Roman

3. Roll Call

Trustee Aguilar made a motion to appoint Trustee Martinucci as the temporary Secretary of the Board in the absence of Secretary Collazo. Trustee Belcaster seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Advising Student Member Leon.

Nays: None. Absent: Trustee Collazo

Motion carried.

**Present:**

Frank Reitz, Chair

Anthony Martinucci, Vice Chair

Frank J. Aguilar, Trustee

Susan Banks, Trustee

Joseph Belcaster, Trustee

Susan Grazzini, Trustee

Edwin Leon, Advisory Student Member

**Absent:**

Jose A. Collazo, Secretary

4. Citizen Comments

NONE

## 5. Recognition

### 5. 1. College Board Regional Fellowship, Eric Porod, M.A.- Testing and Assessment Specialist

Eric Porod, Testing and Assessment Specialist, was selected as a College Board Regional Fellowship recipient. Eric was granted a fully funded registration, lodging, airfare/train to attend the ACCUPLACER National Conference on June 24-26, 2020, in Las Vegas, Nevada.

### 5. 2. League for Innovation 2019 Terry O'Banion Student Technology Awards, Student Technology Champion: Sandra Roman

Dr. McLaughlin recognized current student and president of SHPE, Sandra Roman. Sandra was awarded the Terry O'Banion Student Technology Champion Award.

Sandra, along with two other winners from other institutions, will receive the award during the League of Innovation Conference on Seattle, Washington, on March 4th, 2020. Dr. McLaughlin also recognized Carlos Dominguez, Math Instructor, for his support to Sandra throughout her studies. Sandra Roman thanked Carlos Dominguez and James O'Connell for nominating her for this award.

## 6. Reports

### 6. 1. Community Facilities Report - Information only

### 6. 2. Out of State Travel Report-Information Only

## 7. President's Report

### 7. 1. Strategic Plan

Dr. Lydia Falbo and Dr. Alison Gehrke, presented on the Health Science Department and PTA Program updates.

### 7. 2. Strategic Enrollment Plan

Michael Brown reported that he worked on getting Dual Enrollment data from the high schools.

As a result, the 10-day report data went up by 8.6% compare to last year.

### 7. 3. Institutional Advancement

Blanca Jara, Executive Director of Institutional Advancement, commented on the marketing campaign launch on Suburban Life Newspaper, Telemundo/NBC5, Mailchimp (email), and Hootsuite (Social Media). She also informed the Board about the upcoming marketing campaigns on TBS, TNT and truTV. Blanca talked about the college's upcoming events, Lucky District 527 on March 13, from 4:30 to 7:30 p.m. at Pisan's Pizza, Morton College HOPE 5K on Saturday, June 20, STEAMers Summer Camp 2020 and Women's EmpowHERment Conference on Saturday, February 29, 2020 at the Morton College Campus.

#### 7. 4. Capital Improvements

Dr. Stan Fields, commented on the presentation “Morton College Capital Improvements”. He stated that the restroom in Building C, Phase 2 are under renovation. He also commented on the Welding Lab in Building D, the new Main Entrance on Building B & Building C Foyer, Building E, Phase 2, and the Ribbon Cutting Ceremony for the New Panther Food Pantry in Building C

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

Dr. Keith McLaughlin, Provost commented that the HLC visit will be on March 9 and 10, 2020. Dr. Stan Fields, also commented that during the HLC visit there will be a Special Board Meeting. Dr. Fields remarked that HLC will be here to help the College.

#### 7. 6. Finance Review

Mireya Perez, Chief Financial Officer/Treasurer, informed about a \$4.00 increase in tuition for this coming Fall 2020. Mireya commented that the college still is one of the institutions with less expensive tuition than the State average.

#### 7. 7. ILEA Equity Plan

Dr. Keith McLaughlin, introduced Sarah Helmus, Derek Shouba and Michael Brown, who presented the MC-ILEA Equity plan.

### 8. Consent Agenda

Trustee Martinucci made a motion to remove action item 8.30 from the Consent Agenda. Trustee Aguilar seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Advising Student Member Leon.

Nays: None. Absent: Trustee Collazo

Motion carried.

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.

Trustee Martinucci made a motion made a motion to remove action item 8.30 from the Consent Agenda. Trustee Banks seconded the motion.

Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Advising Student Member Leon.

Nays: None. Absent: Trustee Collazo

Motion carried.

Trustee Martinucci made a motion to establish the consent agenda, which includes agenda items 8.1 through 8.29, as listed below. Trustee Banks seconded the motion. Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Advising Student Member Leon.

Nays: None. Absent: Trustee Collazo

Motion Carried.

Trustee Martinucci made a motion made a motion to approve the items in the Consent Agenda, which includes agenda items 8.1 through 8.29, as listed below. Trustee Belcaster seconded the motion. Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Student Member Leon.

Nays: None. Absent: Trustee Collazo

Motion Carried.

8. 2. Approval of the Minutes of the Regular Board Meeting held on January 22, 2020
8. 3. Approval and Ratification of Accounts Payable and Payroll, in the amount of \$2,498,218.00 and Budget Transfers in the amount of \$35,000.00 for the month of January 2020, as submitted.
8. 4. Approval of the Monthly Budget Report for fiscal year to date ending in January 2020 to be received and approved, as submitted
8. 5. Approval of the Monthly Treasurer's Report for January 2020 to be received and filed for audit, as submitted.
8. 6. Approval of the Simulation Education for our instructors due to Health Science Faculty new program requiring simulations for each course, in the amount of \$12,600.00, as submitted
8. 7. Approval of the Memorandum of Understanding between Morton College and National Louis University, as submitted
8. 8. Approval of the following Facility Use Permits
  8. 8. 1. Berwyn South School District 100, Heritage Middle School Graduation, Gymnasium and Student Commons, May 26, 2020, as submitted
  8. 8. 2. Berwyn South School District 100, Freedom Middle School Graduation, Gymnasium and Student Commons, May 28, 2020, as submitted
8. 9. Approval of the Managed Printer Services Agreement with Konica Minolta, in the amount of \$2,625.00 per month with no increase for the full 60 month term
8. 10. Approval of the Employment Status of the 20 Non-Tenured instructors and one Tenured instructor for Academic Year 2020-2021, as submitted
8. 11. Approval of the offering new Continuing Education courses (Dental Assistant, Hemodialysis Technician, Patient Care Technician) and updated terms for current Continuing Education courses (Pharmacy Technician and Veterinary Assistant) in a partnership with MK Education, in the total amount of \$326,000.00 per each term when these five courses are offered, as submitted

8. 12. Approval of the donation acceptance from John Saibic, for the 1992 GMC Yukon for the instructional purposes for the automotive program, as submitted
8. 13. Approval of the change orders from approved contractor Raj/architects, Ltd, for the additional work on the formerly know Rocket Express Property for the total amount of \$62,300.00, as submitted.
8. 14. Approval of the purchase of equipment and installation of the Axis Video Monitoring Storage and Play System from Sievert Electric, Inc. in the amount of \$41,777.00, as submitted.
8. 15. Approval of the Resolution accepting and approving the apparent lowest responsible and responsive bidder, LO Destro Construction Company, for the renovations of Building E-Phase 2 Project at Morton College in the amount of \$1,815,000.00, as submitted
8. 16. That the board approve the submission of the work completed for the fabrication of cabinetry of the new front entrance by Joe Allen Constr. Co., Inc - Casework, in the amount of \$44,452.00, as submitted
8. 17. That the board approve the submission of the work as described for the general construction and cabinetry of the new front entrance by Alden Bennett -GC, in the amount of \$47,833.00, as submitted
8. 18. Approval of the Resolution accepting and approving the apparent lowest responsible and responsive bidder, ALL Masonry, for the renovations of the welding lab at Morton College in the amount of \$1,030,000.00, as submitted
8. 19. Approval of the changes in Curriculum, as submitted
8. 20. Approval for The Society of Hispanic Professional Engineers (SHPE) to send 7 students and one advisor to their SHPE Regional Leadership Development Convention in Batavia, IL from April 2 - 5, 2020, in the amount of \$3,238.21
8. 21. Approval of the Adjunct Faculty Assignment/Employment Report for Spring 2020 semester for the amount of \$558,859.72 as submitted, pending additional class cancellations and/or additions.
8. 22. Approval of the Overload Employment Report for Spring 2020 semester, in the amount of \$238,483.95, as submitted, pending additional class cancellations and/or additions
8. 23. Approval of the 2020-2021 Academic Calendar, as submitted
8. 24. Approval of the Athletic Out of State Travel, as submitted
8. 25. Approval of New Job Description
  8. 25. 1. Success and Retention Specialist (Full time)
  8. 25. 2. Associate Dean for Strategic Initiatives, Adult & Career Technical Education
8. 26. Approval of Updated Job Description
  8. 26. 1. Circulation Librarian, Part time
  8. 26. 2. Academic Support Specialist, Part-time
  8. 26. 3. Adult Education Assessment, Transition Specialist

- 8. 26. 4. Associate Dean Student Services
- 8. 26. 5. Basic Nurse Assistant (BNAT) Full time Faculty
- 8. 26. 6. Associate Dean of PTA and Health Sciences
- 8. 26. 7. Associate Dean of Adult and Career Technical Education
- 8. 27. Approval of Full-Time Employment
  - 8. 27. 1. Jessica Ibares, Retention Specialist for PTA, \$63,000.00, effective March 16, 2020
  - 8. 27. 2. Elizabeth Melgoza, Financial Aid Assistant, effective March 3, 2020
- 8. 28. Approval of Part-Time Employment
  - 8. 28. 1. Francesco Spizzirri, Campus Police, effective February 18, 2020
  - 8. 28. 2. Joe Gotch, Campus Police, effective February 18, 2020
  - 8. 28. 3. Mike Voight, Campus Police, effective February 18, 2020
  - 8. 28. 4. Amanda Braun, PTA Lab Assistant, effective February 4, 2020
- 8. 29. Approval of Retirement Report, as submitted
  - 8. 29. 1. John Baffa, Language Arts Faculty, effective July 31, 2020
- 8. 30. New Business
  - 8. 30. 1. Board Self Evaluation, Retreat
- 9. Adjournment

Trustee Martinucci made a motion made a motion to adjourn the Regular Meeting of the Board. Trustee Grazzini seconded the motion.  
Ayes: Trustees, Reitz, Martinucci, Aguilar, Banks, Belcaster, Grazzini and Advising Student Member Leon.  
Nays: None. Absent: Trustee Collazo  
Motion carried.

The Regular Meeting of the Board was adjourned at 11:50 a.m.

/s/ Frances F. Reitz  
Board Chair

/s/ Anthony Martinucci  
Secretary of Board