

Morton College

Public Regular Board Meeting

Wednesday, December 16, 2020, 11:00 AM

MORTON COLLEGE



COMMUNITY COLLEGE DISTRICT NO. 527 COOK COUNTY, ILLINOIS

Agenda for the Regular Meeting Wednesday, December 16, 2020

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, December 16, 2020, in the form of a teleconference call, 3801 S. Central Avenue, Cicero, IL 60804.

Notice: The Illinois General Assembly recently passed certain amendments to the Government Emergency Administration Act during its recently concluded special session, which will allow local governments and public bodies to hold meetings without having a quorum physically present during a declared public health disaster, such as the current COVID-19 pandemic. On May 29, 2020, Governor Pritzker issued Executive Order 2020-38, a new Disaster Declaration covering all counties in Illinois, which satisfies this requirement. Due to this Executive Order and the newly passed amendments, the December 16, 2020, Regular Meeting will be held electronically via telephone conference. An in-person meeting would not be practical or prudent because of the disaster. Board members and members of the public may dial the following call-in number to attend.

Dial-In Number: 866-678-6823 Conference Passcode: 6273476

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call

4. Citizen Comments

Persons attending the teleconference meeting are expected to follow the guidelines outlined in Board Policy 1.6.7, Conduct of Metting. In lieu of attendance, public comment may also be emailed to trustees@morton.edu at least one (1) hour before the meeting, and any public comments received will be read into the record Please be sure to include your name, town/affiliation, and the item you wish to address.

5. Recognition

- 5.1. Morton College Physical Therapist Assistant Program was awarded by CAPTE, the status of acreditation.
- 6. Reports
 - 6.1. ICCTA ACCT
- 7. President's Report
 - 7.1. Strategic Plan Health Science Program Expansion
 - 7.2. Strategic Enrollment Plan
 - 7.3. Institutional Advancement
 - 7.4. Capital Improvements

- 7.5. Higher Learning Commission (HLC)
- 7.6. Finance Review

8. Consent Agenda

- 8.1. Approval of the Consent Agenda-Items may be removed from the consent agenda at the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Board,
- 8.2. Approval of the Minutes of the Regular Board Meeting held on November 18, 2020.
- 8.3. Approval and Ratification of Accounts Payable and Payroll, in the amount of \$2,887,470.00 and Budget Transfers, in the amount of \$519,962.00, for the month of November 2020, as submitted
- 8.4. Approval of the Monthly Budget Report for fiscal year to date ending November 2020 to be received and approved, as submitted
- 8.5. Approval of the Monthly Treasurer's Report for November 2020 to be received and filed for audit, as submitted.
- 8.6. Approval of the Regular Board Meeting Calendar for January 2021 through December 2021, as submitted.
- 8.7. Approval of the College Calendar for Academic Year 2021-2022, as submitted.
- 8.8. Approval of the changes in Curriculum, as submitted.
- 8.9. Approval of the Resolution authorizing the 2020 tax levy and certifying compliance with the Truth in Taxation Act, as submitted.
- 8.10. Approval of the Institutional Membership in the Illinois Community College Trustees Association (ICCTA) for fy21 in the amount of \$5,570.00 (2nd payment), as submitted.
- 8.11. Approval of the Institutional Membership with the Hispanic Association of Colleges and Universities (HACU) for FY21 in the amount of \$6,235.00, as submitted
- 8.12. Approval of the Adjunct Faculty Assignment/Employment Report for Fall Semester 2020, in the amount of \$550,339.19, as submitted, pending additional class cancellations and/or additions.
- 8.13. Approval of the Addendum Faculty Overload Report for Fall Semester 2020, in the amount of \$324,734.30, as submitted, pending additional class cancelations and/or additions.
- 8.14. Approval of the Compensation Report for Adjunct Faculty members teaching English 101, 102, 086, 088, 071, 076, 151, and 152 for Fall Semester 2020, in the amount of \$5,179.52, as submitted.
- 8.15. Approval of the Adjunct Faculty Consultation Hours Report for the Fall Semester 2020, in the amount of \$10,779.69, as submitted.
- 8.16. Approval of the Adult Education Adjunct Faculty Stipend Report for Fall Semester 2020, 2nd term, in the amount of \$88,428.81, as submitted.
- 8.17. Approval of the Adult Education Adjunct Faculty Consultation Hours Report for Fall Semester 2020, in the amount of \$4,162.23, as submitted.
- 8.18. Approval of the purchase of Ellucian Experience Software for fy21 fy25, in the amount of \$115,192.00, as submitted.

- 8.19. Approval of the State University Retirement System (SURS), deferred compensation plan for Morton College eligible employees, at no cost to the College.
- 8.20. Approval of the purchase of Mongoose Candence Texting Platform to be used College-wide, in the amount of \$48,998.00 for two years,
- 8.21. Approval of the resolution adopting an Affiliation Agreement between Morton Community College District 527. and Berwyn South School District 100.
- 8.22. Approval of the change order for the Theather Project by Lo Destro Construction Company, in the amount of \$10,394.60, as submitted.
- 8.23. Approval of Chamberlain University MOU, as submitted.
- 8.24. Approval of the purchase of student memberships from SIMUCASE for the PTA Program, in the amount of \$2,314.00, funded by CARES grant.
- 8.25. Approval of the Employment Agreement of Chris Wido, Director of Fitness and Nutrition Center, in the amount of \$65,000.00, effective January 19, 2021.
- 8.26. Approval of Full-Time Employment
 - 8.26.1. Francisco Hernandez, Nursing Faculty, effective January 4, 2021.
 - 8.26.2. Dr. Nicole Rousseau, Sociology Faculty for The Behavioral and Social Sciences Department, effective January 14, 2020.
- 8.27. Approval of Part-Time Employment
 - 8.27.1. Crystal Shannon, PTA Adjunct Faculty, effective January 19, 2021.
- 8.28. Approval of New Job Descriptions
 - 8.28.1. ICAPS Bilingual Aide, Adult Ed for Adult, Career & Technical Education
 - 8.28.2. CTE Transition Specialist, Adult Ed for Adult, Career & Technical Education, Full-Time
 - 8.28.3. College Health Support Registered Nurse, Part-Time
 - 8.28.4. Health Screener Service Aide, Community Health, Part-Time
- 8.29. Approval of Revised Job Description
 - 8.29.1. Blackboard Service Coordinator
- 8.30. Approval of Retirement
 - 8.30.1. Judy Bluemer, Biology Faculty, effective December 31, 2020.
- 8.31. Approval of Resignation Employment
 - 8.31.1. Gabriel Hwang, Music Adjunct Faculty, effective November 2, 2020.
 - 8.31.2. Ashley Miranda, English Faculty, effective December 8, 2020.
- 8.32. Approval of Termination Employment
 - 8.32.1. Ronald Lullo, Director of Human Resources/Title IX Coordinator, effective December 18, 2020.
 - 8.32.2. Rey Andujar, Humanities Adjunct Faculty, effective November 18, 2020.
- 9. Adjournment



Commission on Accreditation in Physical Therapy Education American Physical Therapy Association

SUMMARY OF ACTION

Physical Therapist Assistant Program Morton College 3801 South Central Avenue Cicero, IL 60804-4300

On November 3, 2020, the Commission on Accreditation in Physical Therapy Education made the following decision regarding the physical therapist assistant education program at Morton College.

Status: ACCREDITATION

Action Taken: Continue Accreditation

Effective Date: November 3, 2020

Information Used to

Make Decisions: Compliance Report received June 25, 2020

Email from Program Director 11/3/2020

Reason for Decision: The Commission's decision to continue accreditation status is based on the program's level of compliance with the Standards and Required Elements and on the professional manner in which the program has addressed the Commission's previous concerns.

The program is reminded that the status of accreditation has been continued based on the program described in the materials reviewed by the Commission. The institution and program are responsible for notifying CAPTE of all substantive changes in the program prior to implementation. Unexpected substantive changes are to be reported immediately after they occur. (See Part 9 of CAPTE's Rules of Practice and Procedure for more information about reporting changes.)

Next Activity: Self-study Report and On-site Visit in Fall 2027

NOTICES

REQUIRED STATEMENT OF ACCREDITATION STATUS

Once a program has been accredited, and for as long as it remains accredited, the program must use the statement provided in §8.20 on all educational and promotional materials, including the institution/program web site, where the program's accreditation status is disclosed.

[INSERT Name of Program] at [INSERT Name of Institution] is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org. If needing to contact the program/institution directly, please call [INSERT Direct Program Phone Number] or email [INSERT Direct Program Email Address].

NOTE: If the institution offers other physical therapy programs not subject to accreditation by CAPTE (e.g., transitional DPT, post-professional degree program, residency or fellowship), the above statement must be edited to clearly indicate that the additional programs are not accredited by CAPTE. Additionally, the information available to the public regarding these programs must clearly state that they are not accredited by CAPTE.

ACCURATE PUBLIC DISCLOSURE OF THIS DECISION BY THE INSTITUTION

The institution and program must make accurate public disclosure of the accreditation or pre-accreditation status awarded to the program. Further, the United States Department of Education (USDE) requires all recognized accrediting agencies to provide for the public correction of incorrect or misleading information an institution or program releases about accreditation or pre-accreditation status, contents of reports of on-site reviews, and accreditation or pre-accreditation actions with respect to the institution or program [34 CFR 602.23(d) and 602.23(e)]. If the institution or program chooses to disclose any additional information, beyond the accreditation or pre-accreditation status that is within the scope of the USDE rule, such disclosure also must be accurate. Any public disclosure of information within the scope of the rule must include the agency's street address, email address and phone number: Commission on Accreditation in Physical Therapy Education, 1111 North Fairfax Street, Alexandria, Virginia 22314; accreditation@apta.org; (703) 684-2782 or (703) 706-3245. If the Accreditation staff finds that an institution or program has released incorrect or misleading information within the scope of the USDE rule, then, acting on behalf of CAPTE the Accreditation staff will make public correction, and reserves the right to disclose this Summary of Action in its entirety for that purpose.

PUBLIC NOTICE OF DECISIONS BY CAPTE

Following all decisions, including decisions to place a program on warning, probation or show cause, or to deny candidacy, withdraw candidacy, withhold accreditation, or withdraw accreditation, the Accreditation staff will, within 24 hours of the official notification of the programs and institutions of the decisions, provide notice to the public by placing notice of the decisions on its web site.

RESPONSIBILITY TO REPORT CHANGE(S)

The institution and program are responsible for notifying CAPTE of all reportable changes in the program prior to implementation. Unexpected changes are to be reported immediately after they occur. Reportable changes, some of which may require pre-approval, are described in Part 9 of CAPTE's *Rules of Practice and Procedure* (http://www.capteonline.org/AccreditationHandbook/). It is the program's responsibility to be familiar with these expectations and to provide notification of program changes as required.

Morton College Summary of Action November 3, 2020

Commission's Findings and Reasons for Decision:

The Commission on Accreditation in Physical Therapy Education judged the program to have satisfactorily addressed the Commission's concerns regarding the following required element(s): **4G**. The Commission appreciates the thorough and professional manner in which these obligations have been addressed.



Board Meeting December 16, 2020 11:00 a.m.



Nursing and Health Science Nursing Department

MORTON COLLEGE NURSING GROWTH

- Growth 2016- present and potential
- Diversity in Nursing
- Tuition/ Fees Increase
- Revenue
- Faculty Increase to support student increase
- C.A.R.E program
- Employment Outlook (To be discussed in January)



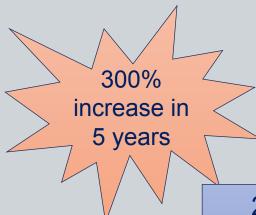
Program Admissions 2016-2022

Academic Year	Fall Admissions	Spring Admissions	Evening/ Weekend Cohort	LPN	Total
2016-2017	76				76
2017-2018	80				80
2018-2019	81				81
2019-2020	93				93
2020-2021	162		24		186
2021-2022	120	120	24	24	288



Program Enrollment 2017-2022





2017-2018

2018-2019

296 enrollments

- 147 Fall
- 149 Spring



2019-2020 340 enrollments

- 175 Fall
- 165 Spring



2020-2021

525* enrollments

- 275 Fall
- 250* Spring



2021-2022

760* enrollments

- 318* Fall
- 442* Spring



* Projected numbers

The Importance of Nursing for an HSI

The United States census states that 18.5% of the United States population identifies as Hispanic or Latino.

Hispanics are expected to comprise 30% of the United States population by 2050.

Yet, most studies reveal that only 4-5% of the current nursing workforce in the United States identifies as Hispanic or Latino.



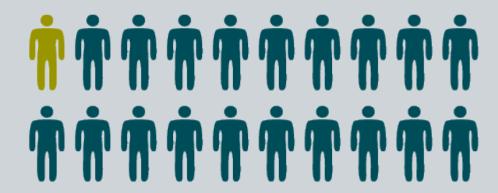
There is a demand to increase the number of Hispanics in the nursing workforce.



This Disparity Is Real



1 out of every 5 people living in the United States is Hispanic/Latino.



Only 1 out of every 20 nurses is Hispanic/Latino.

By expanding the nursing program, Morton College has a chance to decrease this disparity by giving more Hispanic students a chance to enter the nursing profession.



The Impact of the Nursing Program on the Morton College Community

Addressing Health Disparities

Community residents have a greater chance of being treated by a nurse who looks like them, shares their culture, and speaks their language, resulting in better health outcomes.

Addressing Income Disparities

The average Hispanic household income in Illinois is \$49,000 per year. The average salary for a nurse in Illinois is \$72,000 per year.



By increasing the capacity of the nursing program, Morton College can make a real difference in the health and financial outcomes for the Morton community.



Tuition/Fees Increase

- Nursing is a very expensive program (supplies, labs, and cost of clinical rotations)
- Cost of nursing faculty required
- Surveyed and discussed variable tuition rates with other community colleges
- Proposal to increase nursing program tuition rate effective Fall 2021

Cost	Current Rate In-district Out-of-district	Proposed Rate
Tuition	In-District - \$108.00 p/c/h Out-of-District - \$236.00 p/c/h	In District- \$216.00 p/c/h Out of District- \$472.00 p/c/h
College Fees	\$50.00 p/c/h	\$50.00 p/c/h
Nursing Fees	\$3000	\$3525
Total Cost of Nursing Program	In District- \$9004 Out -of -District - \$13,868	In-District – \$13,633 Out -of –District- \$23,361

Revenue



Academic Year	Tuition (In-District only)	College Fees	Nursing Program Fees	Total
2016-2017	\$88.00 p/c/h	\$44.00	\$100.00	\$388,816
2017-2018	\$88.00 p/c/h	\$50.00	\$1250.00	\$519,520
2018-2019	\$96.00 p/c/h	\$50.00	\$2330.00	\$638,118
2019-2020	\$104.00	\$50.00	\$2330.00	\$760,926
2020-2021	\$108.00	\$50.00	\$3075.00	\$1,688,694.00
2021-2022*	\$216.00	\$50.00	\$3525.00	\$3,926,304.00
2022-2023*	\$216.00	\$50.00	\$3525.00	\$3,926,304.00



^{*} Based off of fall and spring admissions

The Impact of the Nursing Program on Morton College

Students attracted to the Nursing Program will take developmental and prerequisite courses at Morton College

Nursing Program Prerequisite Courses

- ENG-101 Rhetoric I
- ENG-102 Rhetoric II
- PSY-101 Introduction to Psychology
- PSY-215 Life-Span Psychology
- BIO-203 Anatomy & Physiology I
- BIO-204 Anatomy & Physiology II
- BIO-212 Microbiology
- One Humanities, Literature, Music, Philosophy, or Theater Arts course (additional courses are needed for students pursuing BSN transfer)





The expansion of the nursing program supports humanities and science course enrollment at Morton College.

Faculty Increase



- Currently there are 11 full time faculty (1 faculty is strictly Simulation)
- Faculty agreement allows faculty to teach 15-21 ECH per contract.
- Fall 2021 nursing program has a total of 331.5 ECH that must be filled.
- With the increase of 11 additional faculty, based on each member taking 21 ECH our program would have a leftover of 88.5 ECH.
 - Please note: faculty are only required to work 15 ECH per semester; therefore the leftover ECH may be more.
- The leftover 88.5 ECH could be filled by approx. 15 adjunct faculty.
- With student enrollment nearly doubling in the nursing program this will require a faculty increase
- Increase number of students requires increase of faculty to meet the ACEN accreditation requirements.
- We are proposing to hire 11 full time faculty for Fall 2021.



Value Added By Full-Time Faculty

- Office hour availability to students
- Special projects
 - Coaching
 - Climate surveys
 - Peer lab mentoring
 - Instructor mentoring
- Increased inter-departmental participation, collaboration, and communication
 - Department meetings
 - Special committees
 - Curriculum development/program decisions





Impact of C.A.R.E. on the Nursing Program and its Sustainability

Compassionat
e
All-Inclusive
Retention
Effort

The C.A.R.E. Program is a set of intrusive interventions and policies designed to increase student retention and outcomes.





Semester Retention Rates

(Since start of C.A.R.E.)

Graduating Class	Number of Students Starting Semester	Number of Students Finishing Semester	Retention Percentage
Fall 2018	147	145	98.6%
Spring 2019	149	147	98.7%
Fall 2019	175	164	93.7%
Spring 2020	165	163	98.8%
Avg. Semester Retention Past 4 Semesters	636	619	97%

About 97% of nursing program students are retained each semester.





2-Year Program Retention Rates

Graduating Class	Number of Original Students	Original Students Graduating	Retention Percentage
May 2016	56	27	48%
May 2017	76	43	57%
May 2018	80	38	48%
May 2019	80	55	69%
May 2020	81	73	90%
May 2021	93	83*	89%*

About 90% of students starting the Nursing Program finish within 2 years.



Since start of CARE program



* Projected Numbers

Academic Success

Alpha Delta Nu Honor Society requires students to maintain a 'B' average in their nursing



courses.



Year	Number of Students Invited to be Inducted
Class of 2018	2
Class of 2019	9
Class of 2020	31



Board Exam Pass Rates

Year	Board Pass Rate (1st attempt)
2015	82%
2016	81%
2017	71%
2018	84%
2019	84%
2020	*Not officially reported yet





Support of Students



In a survey conducted of 118 nursing students in the in May of 2020,

- 94% of students felt that there were resources available to meet their needs.
- 89% of students felt that faculty and staff sincerely cared about their success.

In order to continue with the quality of the program where students feel supported with resources and cared for, more full-time faculty members are needed.





STRATEGIC ENROLLMENT Report



Every member of the Morton College family plays a fundamental role in recruiting and retaining OUr students.

Spring 2021 Registration Call-A-Thon Report









Hours Volunteered

THANK YOU!

Morton.edu



Enrollment Initiatives: Technology







Classes begin Jan. 19, 2021



Fri. Jan. 8 & 15 until 7p.m. Sat. Jan. 9 & 16 9 a.m. to 2 p.m.





Marisol Velazquez

Dean of Students

Morton College (708) 656-8000





Community and Continuing Education

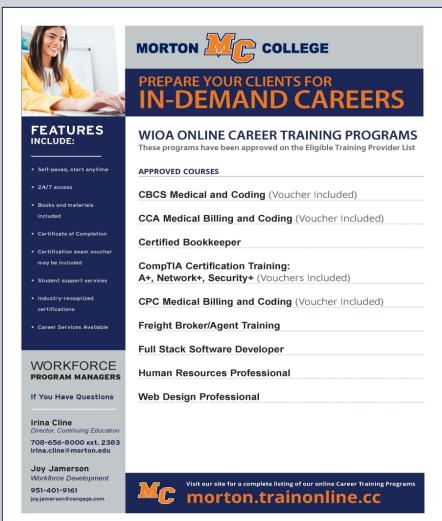
Commercial Driver's License







Career Training Programs



Get In. Get Out. Get Working.



Need a New Career? We've Got Your Back!

Trusted by some of the largest and most respected names in healthcare, CareerStep, in partnership with Morton College, offers online training programs that teach you the skills employers need:



Pharmacy Technician



Dental Assistant



Veterinary Assistant

For online career training programs visit: partner.careerstep.com/mortoncollege

Join us for a FREE Webinar! February 4th, 2021 | 6:00 pm

Click to RSVP





Irina Cline Director of Community and Continuing Education

p (708) 656–8000, Ext. 2383 e Irina.Cline@morton.edu

Ranjani Venkatesh

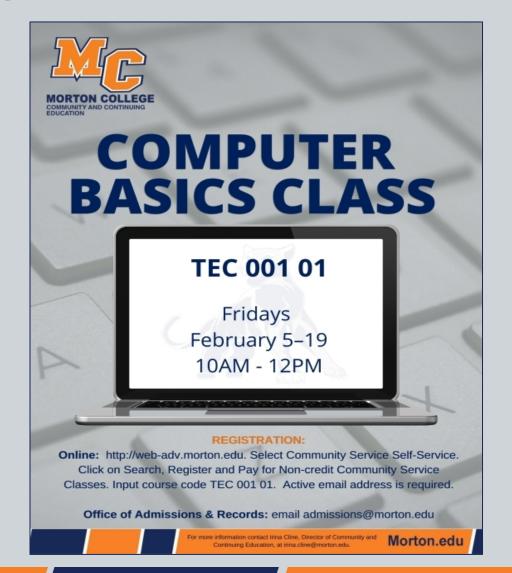
Partner Success Manager p 630.541.3600 ext. 8606

e Ranjani.Venkatesh@carruslearn.com



Community Education







Skills for Daily Living

FALL 2020 SKILLS FOR DAILY LIVING ZOOM



Virtual Enrichment classes for adult students with mild to moderate intellectual disabilities. Academic, social and fitness components.

MON-WED 12:00-12:40PM SND 004 01 Aug 24,25,26,31, Sept 1,2,8,9 SND 004 02 Sept 21,22,23,28,29,30, Oct 5,6,7 SND 004 03 Oct 19,20,21,26,27,28,Nov 2,3,4 SND 004 04 Nov 16,17,18,30, Dec 1,2,7,8,9

Fee: \$20 per session



All virtual classes will be presented using the Zoom format. Please make sure Mrs. Buongiorno has your correct email information to receive zoom invitations.

For more information, e-mail Mary Jo Buongiorno, Skills for Daily Living Program Coordinator, at maryjo.buongiorno@morton.edu

Morton.edu



Spring 2021

& CONTINUING EDUCATION

SPRING 2021

REGISTRATION

Office of Admissions & Records: email admissions@morton.edu

Online:

http://web-adv.morton.edu Select Community Service Self-Service Insert Course Code

For more information:

Irina Cline,
Director of Community and
Continuing Education
irina.cline@morton.edu
708.656.8000 X 2383



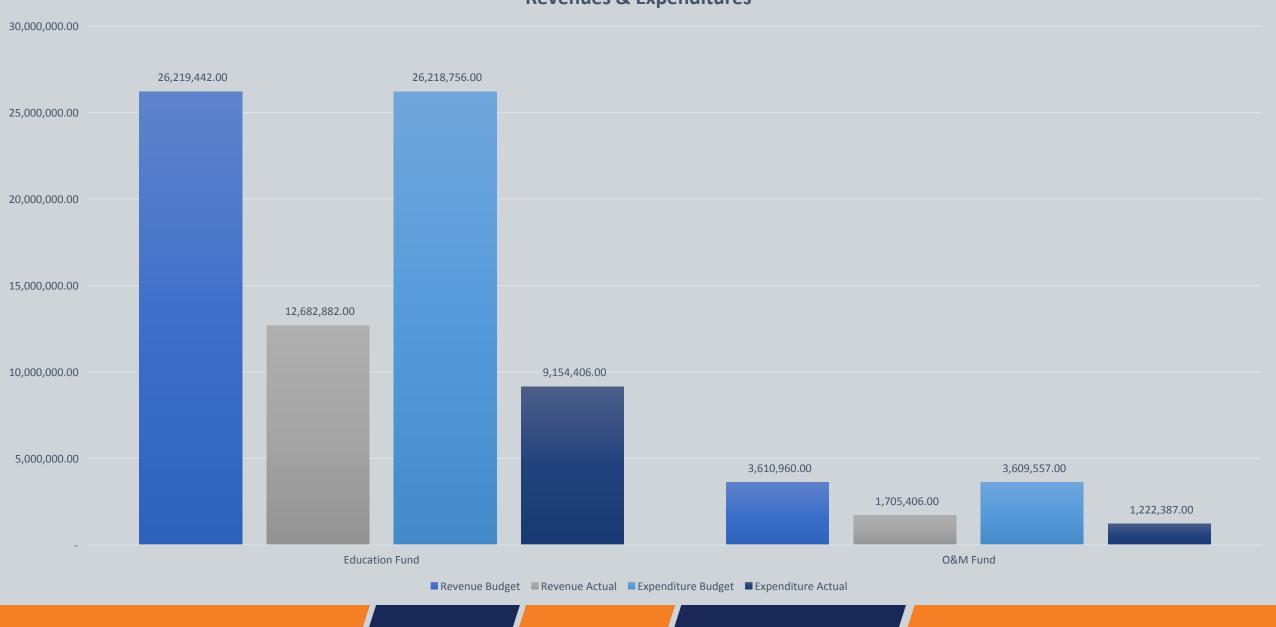




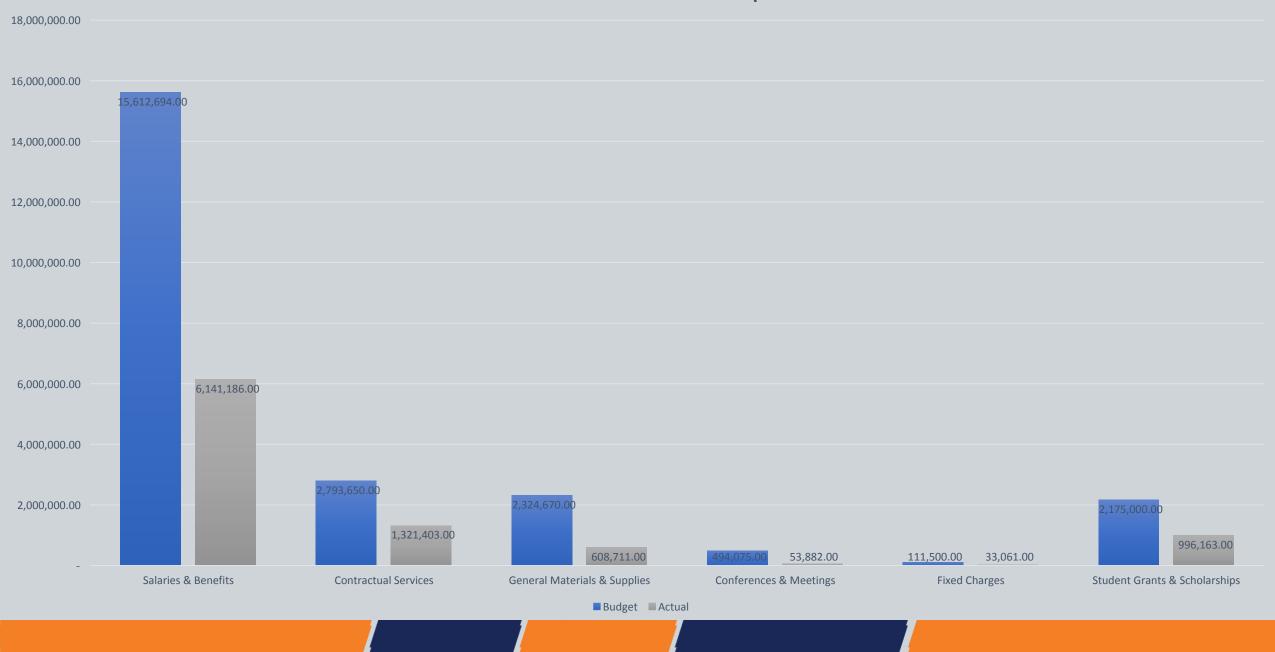
Monthly Finance Updates

Business Office Month ending November 2020

November 2020 - Operating Fund Revenues & Expenditures



November 2020 - Education Fund Expenditures





Board Meeting December 16, 2020 11:00 a.m.

MORTON COLLEGE

Minutes for the Regular Meeting

Wednesday, November 18, 2020

Agenda for the Regular Meeting of the Morton College Board of Trustees of Illinois Community College District No. 527, Cook County, was held on Wednesday, November 18, 2020, at 11:00 AM in the form of a teleconference call, 3801 S. Central Avenue, Cicero, IL 60804.

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 11:06 AM on Wednesday, November 18, 2020, in the form of a teleconference call.

2. Pledge of Allegiance

3. Roll Call

Present:

Frances F. Reitz, Trustee (by phone)
Anthony Martinucci, Trustee
Jose Collazo, Trustee (by phone)
Susan Banks, Trustee (joined by phone 11:15 a.m.)
Joseph Belcaster, Trustee (by phone)
Susan Grazzini, Trustee (by phone)
Oscar Montiel, Trustee (by phone)
Andy Avalos, Student Trustee

Absent:

None

Also Present:

Dr. Stan Fields, President Michael Del Galdo, Attorney (by phone)

4. Citizen Comments

NONE

5. Recognition

5.1. All-Conference recognition, Men and Women's cross country.

Blanca Jara, Executive Director of Institutional Advancement congratulated the following cross country team members for receiving all-Illinois Skyway Collegiate Conference honors October 24th:

On the Men's side, all-conference honors went to Bryan Valdez, Jonathan Garcia and Damian Sanchez-Cruz.

On the Women's side, all-conference honors went to Katherine Sandoval and Gloria Vega.

All five were top-10 finishers at the conference meet held at Moraine Valley Community College.

6. Reports

6.1. ICCTA – ACCT

NONE

6.2. Student Member, Andy Avalos

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

7. President's Report

7.1. Strategic Plan

Dr. Keith McLaughlin, Provost, stated that we will focus on Strategic Programs Goal # 3, which is to develop new academic programs to support our student's success. He introduced Dr. Alison Gehrke, PT, DPT, Associate Dean of Health Science and Director of the Physical Therapist Assistant Program. Dr. Alison talked about her presentation named, "Morton College PTA Program Success". Dr. Alison commented about the adopted Apple 1:1 Initiative during the academic year 2019-2020. The iPads have helped the students improve their academic skills during this pandemic. The adopted Compassionate All-Inclusive Retention Efforts (C.A.R.E.) Program have helped to have 100% retention rate for the 2019-20 academic year. Dr. Alison stated that for the class of

2018, the program had 100% graduation rate, for 2019 was 96% graduation rate and for 2020 is 91% as of today's graduation rate.

Dr. Fields President of the College commented about the graduation rate numbers being incredible. We need to bring back Dr. Alison when all the Board members present. He stated that in the previous years the retention rate in Health Sciences have been extraordinary because of the hard work and leadership in the department.

7.2. Strategic Enrollment Plan

Courtney O'Brien, Director of Admissions/Registrar, commented on the work efforts of OAR and Advising on the Spring enrollment. Both departments are hosting weekly Facebook lives where they have raffles for students who are already enrolled for the Spring semester. The theme for the raffles is "Morton College Brings the Dish". The prizes are gift cards from local bakeries and Boston Market for main courses. Courtney stated that last week's Facebook live had 255 views and the college saw an increase in enrollment after the raffle. She updated the Board with some of the events, incentives, and goals to increase student's registrations. Registration Express Event dates will be on November 10th, and Extended Registration dates (weeks of January 4th and 11th), Open Saturdays will be on January 9th and 16th.

Dr. Fields complemented her tremendous hard working team. He reflected on the extremely limited enrollment outreach back when he started working in the College five years ago. He stated that Courtney has been a great addition to the College and congratulated her for her great job on enrollment.

7.3. Institutional Advancement

Blanca Jara, Executive Director of Institutional Advancement, updated the Board on Institutional Advancement. On the social media marketing as shared before for the past few months, the engagement on social media has increased tremendously, we have over 15,000 engagements from all of our social medias across the board, which means shares, likes, and views. This generates over 10,000 clicks on our website, the re-design of the website has helped greatly because again we are all in the same page when it comes about branding and getting out the same message. Blanca commented on the most liked social media post on Twitter was after Joe Mantegna and Giving Tuesday Challenge posts. On Instagram the post was PHI THETA KAPPA Honor Society, Orientation Fall 2020.

Blanca shared that Marketing has been interesting because most of it is done through community events and due to the pandemic, we have not been able to depend on this.

Blanca stated that we have six Morton College Billboards throughout the college community and how they are showcasing the different programs that we have here at the College. Our Welding billboard is located on Ogden Ave and Austin Ave, Nursing Program's billboard is located on 31st and Austin Ave and then we have five more billboards located on I-55 and Cicero Ave, I-55 and Central Ave. north and southbound and Roosevelt and 58th St. We are doing the same type of marketing with the community benches. We continued our collaboration with Telemundo, NBC and Comcast. This collaboration gave us over 300,000 impressions within our College community.

Blanca's department will update the community benches with all the department's information. On the marketing side, she shared information about CarVertise, a marketing campaign that will launch soon. We will collaborate with ride sharing companies like, Uber, Lyft, and etc. Morton College will be marketing through cars by putting the advertisement on the car sides and rear window. We will start the campaign with 10 cars and wait to see the results.

Blanca recognized the CommUNITY Committee for their hard work on increasing engagement with all of the employees on events on employee moral for the past three and a half years, she thanked the following committee members, Wendy Vega, Scott Ulbrich, Gabriela Mata, Maria Anderson, Michael Kott, Ana Valdez, Neil Moss, Ruben Ruiz, and Jim O'Connor for staying creative during this challenging time and for all their hard work. Blanca spoke about upcoming events like Giving Tuesday Challenge, Community College Meal Drive Up on Saturday, November 21, from 11 am – 1 pm. This event is in partnership with the Greater Chicago Food Depository, and the Panther Pantry.

Blanca Jara shared to the Board that Morton College was Voted One of the Best COLLEGES/UNIVERSITIES in Cook County by Suburban Life's Finest 2020 Reader's Choice.

Dr. Fields congratulated Blanca for her hard work on the College branding.

7.4. Capital Improvements

Joseph Florio, gave an update to the Board on capital improvements. The Welding lab, Building E are scheduled to be completed by the end of the year. We have the Rocket Property still in progress.

7.5. Higher Learning Commission (HLC)

Dr. Keith McLaughlin shared that Dr. Fields was notified on November 11th that The Higher Learning Commission Board of Trustees met on November 5th to consider our accreditation evaluation that started last March. The HLC Board of Trustees decided to

extend the College accreditation status to fully_Accredited-On Notice until September 2021 when they will send a team for a focused visit.

Dr. Fields stated that tomorrow afternoon him and Dr. McLaughlin will have a phone conference with our HLC liaison to review the documents we are required to make public. The liaison has an opportunity to review and approve them. We are expecting at the latest by Friday morning to put out a public statement for the community with all the links to the documents related to our experience with The HLC for the last 4 years. He really hopes for the Board to read The HLC site visit report carefully, read our response, read the IEC Committee Report, read the community response, and finally the statements that Dr. McLaughlin made reference to. If you considered the fact that after two IEC hearings with recommendation of probation, he felt a great sense of accomplishment that The HLC Board recognized the tremendous progress the institution has made and more specifically on governance structure by extending the sanction "On Notice". Initially when we got the IEC Committee Report that probation was a given. We worked, very hard with our liaison encouraging The HLC to consider that probation doesn't help the institution. We have some issues that needed continued attention and the visit in September will be hopeful to hold accountable the expectation and standards of the HLC. Dr. Fields asked the Trustees to go through all of the documents, and reach out to him or Dr. McLaughlin if they have questions.

7.6. Finance Review

Mireya Perez, Morton College CFO reported on the budget to actual finances. Mireya also presented the Approval of the estimated 2020 Tax Levy of \$10,156,640.00, which represents a 2.68% or a \$265,200.00 increase from the \$9,891,440.00 Cook County extended 2019 Levy.

8. Consent Agenda

8.1. Approval of the Consent Agenda-Items may be removed from the consent agenda at 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.

Dr. Fields brought attention to the Board action item 8.11. The cost was not included in the cost of the membership. The dollar amount of item 8.11 is \$2,195.00.

Trustee Martinucci made a motion to establish the Consent Agenda, which includes Agenda items 8.1 through 8.25.1, as listed below.

Trustee Belcaster seconded the motion.

Ayes: Student Member Avalos, Trustees, Banks, Belcaster, Collazo, Grazzini,

Martinucci, Montiel, Reitz. Nays: None. Absent: None

Motion carried.

Trustee Belcaster made a motion to approve the Consent Agenda, which includes Agenda items 8.1 through 8.25.1, as listed below.

Trustee Martinucci seconded the motion.

Ayes: Student Member Avalos, Trustees, Banks, Belcaster, Collazo, Grazzini,

Martinucci, Montiel, Reitz. Nays: None. Absent: None

Motion carried.

Dr. Fields commented on 8.15. Approval of the revised Board Policy 2.3, Duties of the President of the College, as presented at the October 28, 2020 Board meeting. This policy is mirroring the Board's authority with employment. Dr. Fields thanked Michael Del Galdo's law firm for their patience on working with these so we are consistent in our Board policies. All employment full and part time will now be presented to the Board for approval.

He also commented on 8.18. regarding the continued development of the STEM Center. This is going to be a showcase just like the Planetarium or the Fitness Center. Dr. Fields also commented on 8.21 and 8.22 are to buy energy though companies that have saved the College thousands of dollars. He thanked Dr. Martinucci for the referral to these companies. 8.23, there are actually three actions in there, with a total of \$32,419.80. This is a good opportunity for me to point out the amount of money the Buildings and Grounds Department, Joe Florio, Adam, Raul, and Eddie, for doing a great work on the PTA expansion saving the College thousands of dollars. In the theater, our guys saved the College about \$50,000.00 by doing some of the demolition themselves. In the Gym, back in August we presented a proposal to you that was a little over \$280,000.00, again Joe's team step in after review your proposal and did some of the work saving the College and at the end we paid \$250,000.00. He expressed his appreciation to Joe Florio and his team.

- 8.2. Approval of the Minutes of the Regular Board Meeting held on October 28, 2020.
- 8.3. Approval and Ratification of Accounts Payable and Payroll for the amount October 2020 in the amount of \$3,834,352.00 and a Budget Transfer in the amount of \$634,656.00, as submitted.
- 8.4. Approval of the Monthly Budget Report for the fiscal year to date ending October 2020 be received and approved as submitted.

- 8.5. Approval of the Treasurer's Report for October 2020 to be received and filed for audit, as submitted.
- 8.6. Approval of the estimated 2020 Tax Levy of \$10,156,640.00, which represents a 2.68% or a \$265,200.00 increase from the \$9,891,440.00 Cook County extended 2019 Levy.
- 8.7. Approval of the resolution adopting a Master Educational Affiliation Agreement between Morton Community College District 527 and OSF Healthcare System and Multi-Specially Group, Ottawa Regional Hospital and Healthcare Center, and Mendota Community Hospital.
- 8.8. Approval of a resolution adopting an affiliation agreement between Morton Community College District 527 and Hinsdale South High School District 86.
- 8.9. Approval of the resolution adopting an affiliation agreement between Morton Community College District 527 and Pershing Gardens Healthcare Center.
- 8.10. Approval of the resolution approving and adopting a Master Educational Affiliation Agreement between Morton Community College District 527 and Concord Therapy, LLC.
- 8.11. Approval of the purchase of Keith RN All-Inclusive Nurse Educator Membership, for the use of the case studies and clinical reasoning for our Nursing Faculty remote teaching.
- 8.12. Approval of the Nursing National League for Nursing, NLN, 2021 membership in the amount of \$1500.00, as submitted.
- 8.13. Approval of the purchase of Kaplan I-Human software for the students in the Nursing Program, in the total amount of \$77,650.00, as submitted. To offset the cost, the funds will come from Nurse 107-108 student's fees, \$31,150.00, and CARES funds, \$46,500.00.
- 8.14. Approval of a Memorandum of Understanding with Morton College Faculty for instructional delivery during the Spring 2021 semester due to the COVID-19 Pandemic.
- 8.15. Approval of the revised Board Policy 2.3, Duties of the President of the College, as presented at the October 28, 2020 Board meeting.
- 8.16. Approval of the renewal agreement with Northern Training and Review, LLC, to provide powered industrial truck and aerial lift operator training for one calendar year, 55% of the collected tuition and fees will be collected by Northern Training and Review, LLC and the remaining 45% will be retained by Morton College.
- 8.17. Approval of agreement with 3OE Higher Education Solutions, an Independent Contractor, to assist and support the second year activities associated with implementation, tracking, and reporting of the Department of Education Five-year Title III Grant, and to serve as an Independent Evaluator of the grant, in compliance with grant requirements, in the amount not to exceed \$30,331.00, effective December 15, 2020, to June 30, 2021, as submitted.
- 8.18. Approval of the polishing of STEM Center hallway floor and adjacent rooms, in the amount of \$30,972.00 to the lowest quote received from Lo Destro Construction Company.
- 8.19. Approval of the disposition of obsolete and worn-out equipment for an on-campus sale on November 30th, 2020, as submitted.

- 8.20. Approval of the Interim Addendum of Student Code of Conduct.
- 8.21. Approval of the Commodity Master Agreement by and between Direct Energy Business Marketing LLC, d/b/a Direct Energy Business, and Morton College providing for a gas transaction, contingent on finalization and agreement of terms and subject to approval by an attorney for the College.
- 8.22. Approval of the Electricity Supply Agreement by and between Freepoint Energy Solutions and Morton College providing for an electricity supply broker, contingent on finalization and agreement of terms and subject to approval by an attorney for the College.
- 8.23. Approval of the change order for the theater stage rigging remediation, additional polished concrete and floor patching, power for AV rack in sound room, and repair of fire alarm devices by Lo Destro Construction Company, in the amount of \$32,419.80, as submitted.
- 8.24. Approval of the gymnasium bleacher proposal by Carroll Seating, Inc. to add bleachers on the north and south ends of the gym, in the amount of \$50,360.00, as submitted.
- 8.25. Approval of the Addendum to the Faculty Differential Pay Report for Fall 2020 semester, in the amount of \$33,278.79, as submitted, pending additional class cancellations and/or additions.
- 8.26. Approval of Part-Time Employment
 - 8.26.1. Myrlande Pierre-Louis, Adjunct Faculty for the Nursing Department, effective October 31, 2020.
 - 8.26.2. Marilyn Brink, Adjunct Faculty for Early Childhood Education Department, effective January 19, 2021.
 - 8.26.3. Jocelyn Galvan, Student Aide, OAR Department, effective November 23, 2020.
 - 8.26.4. Alara Mosley, Student Aide, Fitness Center, effective November 23, 2020.
- 8.27. Approval of New Job Description
 - 8.27.1. Student Aide, Dean of Students Office
- 8.28. Approval of Revised Job Description
 - 8.28.1. Switchboard Operator
- 8.29. Approval of Resignations
 - 8.29.1. Demetras Karas, Part-Time Tutor, effective September 17, 2020.
 - 8.29.2. John Twomey, Part-Time Tutor, effective October 22, 2020.
 - 8.29.3. John Twomey, Adjunct Faculty Music, effective November 2, 2020

9. Adjournment

Trustee Belcaster made a motion to adjourn the Regular Board Meeting. Trustee Martinucci seconded the motion.

Ayes: Student Member Avalos, Trustees, Banks, Belcaster, Collazo, Grazzini,

Martinucci, Montiel, Reitz. Nays: None. Absent: None

Motion carried.

The meeting was adjourned at 12:05 PM

Frances F. Reitz, Board Chair
Jose Collazo, Secretary of Board

From: <u>Mireya Perez</u>
To: <u>Stan Fields</u>

Cc: <u>Maria Sanchez Anderson</u>; <u>Ana L Valdez</u>

Subject: FW: Action Item 8.1 for 12/16/2020 Board Meeting Date: Thursday, December 3, 2020 2:03:55 PM

Attachments: Board AS Totals 11.30.20.pdf

<u>Check Register 11.30.20.pdf</u> <u>BT 11.30.20.pdf</u> <u>Over 10k Nov 2020.pdf</u>

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

From: Suzanna Raigoza <Suzanna.Raigoza@morton.edu>

Sent: Thursday, December 3, 2020 1:51 PM **To:** Mireya Perez <mireya.perez@morton.edu>

Subject: Action Item 8.1 for 12/16/2020 Board Meeting

Propose Action: THAT THE BOARD APPROVE AND RATIFY ACCOUNTS PAYABLE AND PAYROLL FOR THE MONTH OF NOVEMBER 2020 IN THE AMOUNT OF \$2,887,470 AND BUDGET TRANSFERS IN THE AMOUNT OF \$519,962 AS SUBMITTED.

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

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 BE IT HEREBY RESOLVED THAT accounts payable and payrolls for the month of November 2020, be approved and/or ratified in the amount of \$2,887,470 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	11/30/2020	812,626
Payroll	11/15/2020	827,142
Payroll	11/30/2020	836,707
Student Refunds	11/30/2020	115,569
		2,592,044
O&M Restricted Fund (03)		
Cash Disbursements - Monthly	11/30/2020	295,426
Worlding	11/30/2020	295,420
TOTAL ALL FUNDS		\$2 887 <i>4</i> 70

AND BE IT FURTHER RESOLVED THAT budget transfers in the amount of \$519,962 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 16th day of December by the Board of Trustees, Morton College, Community College District no. 527, Cicero, Illinois.

Morton College					
Budget Transfers					
November 2020					
		GL Account	Description	Debit	Credit
	1		Description		Credit
		06-1060-99228-540100200	State Basic: Other State Waiver	500	Γ0
		06-1060-99228-590100200	State Basic: Other State Walver		500
	2	06-8090-99162-520900005	CARES HEERF Institutional: Employee Professional Dev		50,000
	_		CARES HEERF Institutional: Other Contract Services		100,000
			CARES HEERF Institutional: Inst Equip <\$5000		207,803
		06-8090-99162-590100300		257,803	207,000
		06-8090-99162-540400200	CARES HEERF Institutional: Computer Software	100,000	
		00 0030 33102 340400200	CARLO FIEER HIStitutional. Computer Software	100,000	
	3	06-8090-99168-540100200	CURES Grant: Instr Supplies	24,700	
		06-8090-99168-540100205	CURES Grant: Inst Equip <\$5000		24,700
	4	06-0000-99248-420109900	Innovative Bridge & Transition: ICCB Grant Revenue		71,000
		06-1060-99248-510200205	Innovative Bridge & Transition: Para Professional PT	10,500	
		06-1060-99248-510300100	Innovative Bridge & Transition: Full-Time Faculty	8,876	
		06-1060-99248-510300200	Innovative Bridge & Transition: Part-Time Faculty	10,600	
		06-1060-99248-510500130	Innovative Bridge & Transition: Program Coordination	7,000	
		06-1060-99248-530400000	Innovative Bridge & Transition: Maintenance Services	5,024	
		06-1060-99248-540100200	Innovative Bridge & Transition: Instr Supplies	4,000	
		06-1060-99248-590100200	Innovative Bridge & Transition: Other State Waiver	25,000	
	5	06-1030-99166-540100205	CTE Basic Grants: Inst Equip <\$5000	7,000	
		06-1030-99166-540100105	CTE Basic Grants: Office Equip <\$5000		7,000
	6	01-2010-20102-520100200	Library: Dental Insurance		284
		01-8080-80134-520100200	Data Center: Dental Insurance	284	
		01-2010-20102-520100400	Library: Life Insurance		147
		01-8080-80134-520100400	Data Center: Life Insurance	147	
		01-2010-20102-520100100	Library: Group Medical Ins		4,895
		01-8080-80134-520100100	Data Center: Group Medical Ins	4,895	
		01-2010-20102-520800005			266
		01-8080-80134-520800005	Data Center: SURS Medical Ins	266	
		01-2010-20102-520100300	Library: Vision Insurance		84
		01-8080-80134-520100300	Data Center: Vision Insurance	84	
		01-2010-20102-510600100	Library: Clerical		53,284
		01-8080-80134-510600100	Data Center: Clerical	53,284	
			Budget Transfers	519,962	519,962

03 Dec 2020 09:24

ACCOUNTS PAYABLE CHECK REGISTER Period 11/01/2020 - 11/30/2020

Page 1

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID		PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094549	11/05/20	Recon	0168159	ACS	V0138401	10/29/20		276.00		276.00
							_	276.00		276.00
0094550	11/05/20	Recon	0170358	ATIXA	V0138557	11/02/20	_	1,699.00		1,699.00
								1,699.00		1,699.00
0094551	11/05/20	Recon	0205799	Christopher Buechner	V0135919	09/08/20	_	2,250.00		2,250.00
								2,250.00		2,250.00
0094552	11/05/20	Recon	0185201	John Colao	V0138548	10/30/20		140.00		140.00
								140.00		140.00
0094553	11/05/20	Recon	0196796	Justin Fahy	V0138549	10/30/20		140.00		140.00
								140.00		140.00
0094554	11/05/20	Recon	0000724	Dr. Brian R. Gilligan	V0138586	11/04/20	_	234.00		234.00
								234.00		234.00
0094555	11/05/20	Recon	0001226	Raymond W Konrath	V0138552	10/30/20	_	30.00		30.00
								30.00		30.00
0094556	11/05/20	Recon	0205874	Nolan McKenna	V0136270	09/22/20	_	1,500.00		1,500.00
								1,500.00		1,500.00
0094557	11/05/20	Recon	0202346	Paul Novak	V0138550	10/30/20		140.00		140.00
								140.00		140.00
0094558	11/05/20	Recon	0000726	Dr. Jennifer L. Reft	V0138429	10/29/20	_	505.00		505.00
								505.00		505.00
0094559	11/05/20	Recon	0001909	Reliance Standard Life I	V0138585	11/04/20		8,235.02		8,235.02
								8,235.02		8,235.02
0094560	11/12/20	Recon	0000972	ASCAP	V0138599	11/05/20	_	613.70		613.70
								613.70		613.70
0094561	11/12/20	Recon	0000995	Bureau Water/Sewer Town		11/10/20 11/10/20		11.59 880.56		11.59 880.56

09:24 Period 11/01/2020 - 11/30/202

Bank Code: 01 General Checking

03 Dec 2020

GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0138675	11/10/20		191.34		191.34
							-	1,083.49		1,083.49
0094562	11/12/20	Recon	0013691	Sally Caicedo	V0138682	11/10/20		159.36		159.36
							-	159.36		159.36
0094563	11/12/20	Recon	0099077	Guadalupe Melo	V0138685	11/10/20		550.00		550.00
							-	550.00		550.00
0094564	11/12/20	Recon	0141355	Marcelino Melo	V0138686	11/10/20		660.00		660.00
							-	660.00		660.00
0094565	11/12/20	Recon	0000726	Dr. Jennifer L. Reft	V0138611	11/09/20		82.40		82.40
							-	82.40		82.40
0094566	11/12/20	Void	0200289	Ms. Amanda L. Young						
0094605	11/13/20	Recon	0001375	AXA Equitable Equi-Vest	V0138706	11/13/20		2,106.00		2,106.00
							-	2,106.00		2,106.00
0094606	11/13/20	Recon	0177469	Bright Start College Sav	V0138707	11/13/20		100.00		100.00
							-	100.00		100.00
0094607	11/13/20	Outst	0001422	CCCTU-Cope Fund	V0138708	11/13/20		130.00		130.00
							-	130.00		130.00
0094608	11/13/20	Recon	0001374	College & University Cre	V0138710	11/13/20	_	200.00		200.00
								200.00		200.00
0094609	11/13/20	Recon	0001371	Colonial Life & Accident	V0138711	11/13/20	_	12.00		12.00
								12.00		12.00
0094610	11/13/20	Outst	0160763	Illinois Education Assoc	V0138713	11/13/20	_	411.00		411.00
								411.00		411.00
0094611	11/13/20	Recon	0191845	Metropolitan Alliance of	V0138714	11/13/20		269.00		269.00
							-	269.00		269.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date D	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094612	11/13/20	Outst	0101061	Morton College Faculty	V0138709	11/13/20		91.74		91.74
							-	91.74		91.74
0094613	11/13/20	Outst	0001372	Morton College Teachers	V0138716	11/13/20		1,703.99		1,703.99
							•	1,703.99		1,703.99
0094614	11/13/20	Outst	0001372	Morton College Teachers	V0138715	11/13/20		3,026.39		3,026.39
								3,026.39		3,026.39
0094615	11/13/20	Outst	0001513	SEIU Local 73 Cope	V0138717	11/13/20		9.00		9.00
								9.00		9.00
0094616	11/13/20	Recon	0001373	Service Employees Intl U	V0138718	11/13/20	_	457.81		457.81
								457.81		457.81
0094617	11/13/20	Recon	0001563	State Disbursement Unit	V0138719	11/13/20		50.00		50.00
								50.00		50.00
0094618	11/13/20	Recon	0001161	State Univ Retirement Sy	V0138720	11/13/20	_	71,590.32		71,590.32
								71,590.32		71,590.32
0094619	11/13/20	Recon	0001370	TIAA-CREF		11/13/20 11/13/20		750.00 2,857.14		750.00 2,857.14
								3,607.14		3,607.14
0094620	11/13/20	Recon	0001376	VALIC	V0138722	11/13/20		2,273.55		2,273.55
								2,273.55		2,273.55
0094621	11/13/20	Recon	0179876	Voya Retirement Insuranc	V0138723	11/13/20		1,184.28		1,184.28
								1,184.28		1,184.28
0094622	11/13/20	Recon	0190089	30E Solutions	V0138729	11/12/20	в0003492	4,333.00		4,333.00
								4,333.00		4,333.00
0094623	11/13/20	Recon	0166304	A.W.E.S.O.M.E. Pest Serv	V0138738	11/12/20	в0003443	240.00		240.00
								240.00		240.00
0094624	11/13/20	Recon	0000982	ACCT	V0138694	11/12/20	P0009584	4,573.00		4,573.00

Bank Code: 01 General Checking

0094633 11/13/20 Recon 0166319 CAPTE

4,500.00

79,596.92

79,596.92

GL Account No: 01-0000-00000-110000000 Voucher Voucher PO/BPO Voucher Cash Disc ID Date Number Amount Amount Check Check Check Vendor Check Amount Number Date Status ID Payee Name 4,573.00 4,573.00 0094625 11/13/20 Recon 0000962 Airgas USA, LLC V0138787 11/13/20 B0003575 110.24 110.24 110.24 110.24 170.28 105.72 0094626 11/13/20 Recon 0175113 Algor Plumbing V0138730 11/12/20 B0003484 170.28 V0138731 11/12/20 B0003484 105.72 276.00 276.00 0094627 11/13/20 Recon 0188188 Amazon Capital Services V0138699 11/12/20 B0003568 1,340.57 V0138803 11/13/20 B0003605 88.43 1,340.57 1,429.00 1,429.00 0094628 11/13/20 Recon 0001490 Arc One Electric V0138825 11/13/20 B0003650 700.00 700.00 V0138742 11/12/20 B0003468 142.74 V0138789 11/13/20 B0003468 143.01 0094629 11/13/20 Recon 0001953 AT&T Mobility 142.74 143.01 285.75 285.75 V0138759 11/12/20 B0003636 15.00 V0138760 11/12/20 B0003636 7.78 V0138761 11/12/20 B0003636 22.99 V0138762 11/12/20 B0003636 8.09 0094630 11/13/20 Recon 0001401 AZ Commercial 15.00 7.78 22.99 8.09 53.86 53.86 0094631 11/13/20 Recon 0166207 BSA V0138734 11/12/20 B0003470 2,139.62 2,139.62 V0138735 11/12/20 B0003470 134.65 134.65 V0138736 11/12/20 B0003470 508.65 508.65 2,782.92 2,782,92 0094632 11/13/20 Recon 0001206 BSN Sports V0138783 11/13/20 B0003609 3,719.61 3,719.61 3,719.61

V0138849 11/13/20 P0009581

0094634 11/13/20 Recon 0202171 Carroll Seating Company, V0138739 11/12/20 B0003674 79,596.92

4,500.00 -----4,500.00

79,596.92

Bank Code: 01 General Checking
GL Account No: 01-0000-00000-110000000

Check Check Vendor Voucher Voucher Voucher PO/BPO Voucher Cash Disc Date Status ID Payee Name ID Date Number Amount Amount Check Check Number Amount 0094635 11/13/20 Recon 0001593 CDW-Government, Inc V0138692 11/12/20 P0009414 581.90 581.90 V0138770 11/13/20 P0009331 908.76 908.76 908.76 V0138771 11/13/20 P0009331 23,627.76 23,627.76 V0138772 11/13/20 P0009560 989.00 989.00 989.00 V0138773 11/13/20 P0009551 409.96 409.96 V0138776 11/13/20 P0009551 409.96 1,022.00 V0138776 11/13/20 P0009537 1,786.24 1,786.24 29,325.62 29,325.62 152.06 152.06 V0138704 11/12/20 B0003438 0094636 11/13/20 Recon 0001195 Cintas Corporation 152.06 V0138800 11/13/20 B0003438 152.06 304.12 0094637 11/13/20 Recon 0001485 Citibank, N.A. V0138697 11/12/20 P0009574 77.75 77.75 77.75 0094638 11/13/20 Recon 0201853 Club Automation, LLC V0138801 11/13/20 B0003597 872.92 872.92 872.92 872.92 141.88 0094639 11/13/20 Recon 0001752 Comcast V0138758 11/12/20 B0003489 141.88 141.88 141.88 0094640 11/13/20 Recon 0198009 Comevo V0138777 11/13/20 P0009601 6,000.00 6,000.00 ______ 6,000.00 6,000.00 0094641 11/13/20 Outst 0001676 Del Galdo Law Group, LLC V0138743 11/12/20 B0003528 18,411.05 18,411.05 ______ 18,411.05 18,411.05 0094642 11/13/20 Recon 0205020 DiaMedical USA Equipment V0138774 11/13/20 P0009556 34.64 V0138775 11/13/20 P0009556 739.50 V0138845 11/13/20 P0009565 2,802.49 34.64 739.50 2,802.49 3,576.63 3,576.63

 V0138812
 11/13/20
 B0003669
 8,504.00
 8,504.00

 V0138813
 11/13/20
 B0003669
 1,125.00
 1,125.00

 V0138814
 11/13/20
 B0003669
 2,935.00
 2,935.00

 V0138815
 11/13/20
 B0003669
 1,562.00
 1,562.00

 V0138816
 11/13/20
 B0003669
 6,950.00
 6,950.00

 V0138817
 11/13/20
 B0003669
 6,950.00
 6,950.00

 V0138818
 11/13/20
 B0003669
 85.00
 85.00

 V0138819
 11/13/20
 B0003669
 2,161.26
 2,161.26

 V0138820
 11/13/20
 B0003669
 5,540.00
 5,540.00

 0094643 11/13/20 Outst 0001469 Diamond Graphics

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								33,012.20		35,812.26
0094644	11/13/20	Recon	0000989	Dick Blick	V0138744 V0138745	11/12/20 11/12/20	B0003547 B0003538	21.00 11.90 11.90 11.90 11.90 11.90 11.90 11.90 11.90 11.90 11.90 11.90 11.90		21.00 11.90
					V0138746 V0138747	11/12/20 11/12/20	B0003539 B0003540	11.90 11.90		11.90 11.90
					V0138748 V0138749	11/12/20 11/12/20	B0003538 B0003538	11.90 11.90		11.90 11.90
					V0138750 V0138751	11/12/20 11/12/20	B0003541 B0003542	11.90 11.90		11.90 11.90
					V0138752	11/12/20	B0003538	11.90 11.90		11.90 11.90
					V0138754	11/12/20	B0003540	11.90		11.90
					V0138755	11/12/20	В0003538	11.90		11.90
					V0138790	11/13/20	B0003541	32.57		32.57 11.90
					V0136797	11/13/20	B0003541	11.90		11.90
					V0138799	11/13/20	B0003541	11.90		11.90
								220.17		220.17
0094645	11/13/20	Outst	0200281	Dominion Lighting, Inc.	V0138821	11/13/20	в0003666	2,799.00		2,799.00
								2,799.00		2,799.00
0094646	11/13/20	Recon	0169651	Essential Education	V0138786	11/13/20	P0009568	680.00		680.00
								680.00		680.00
0094647	11/13/20	Recon	0200313	FBG Corporation	V0138855	11/13/20	P0009590	68,497.47		68,497.47
								68,497.47		68,497.47
0094648	11/13/20	Recon	0196370	FHEG Morton College Book	V0138679	11/10/20	D0002E21	1,185.29		1,185.29
					V0138702 V0138703	11/12/20	B0003531 B0003564	1,185.29 23.40 141.21		23.40 141.21
								1,349.90		1,349.90
0094649	11/13/20	Recon	0157592	First Communications	V0138705	11/12/20	в0003433	981.25		981.25
								981.25		981.25
0094650	11/13/20	Recon	0205065	GradUp, LLC	V0138780	11/13/20	P0009607	3,650.00		3,650.00
								3,650.00		3,650.00
0094651	11/13/20	Recon	0205565	The Graphic Edge, LLC	V0138698	11/12/20	P0009536	149.41 513.04		149.41
					V0138757	11/12/20	B0003553	513.04		513.04
					V0138808	11/13/20	B0003608	307.88		307.88

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID		PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
					V0138810 V0138811	11/13/20	B0003639 B0003637 B0003599	1,287.20 4,336.02 1,384.64 0.69		1,287.20 4,336.02 1,384.64 0.69
								7,978.88		7,978.88
0094652	11/13/20	Recon	0001430	The Higher Learning Comm	V0138695	11/12/20	P0009585	975.00		975.00
								975.00		975.00
0094653	11/13/20	Outst	0001061	ICCTA	V0138693	11/12/20	P0009586	300.00		300.00
								300.00		300.00
0094654	11/13/20	Recon	0001775	Jostens	V0138791	11/13/20	B0003518 B0003518 B0003518	20.49 20.49 40.98		20.49 20.49 40.98
								81.96		81.96
0094655	11/13/20	Recon	0002233	Konica Minolta Premier F	V0138766	11/12/20	в0003441	125.17		125.17
								125.17		125.17
0094656	11/13/20	Recon	0002233	Konica Minolta Premier F	V0138767	11/12/20	B0003441	2,897.00		2,897.00
								2,897.00		2,897.00
0094657	11/13/20	Recon	0002233	Konica Minolta Premier F	V0138768	11/12/20	B0003441	140.00		140.00
								140.00		140.00
0094658	11/13/20	Recon	0002233	Konica Minolta Premier F	V0138769	11/12/20	B0003441	451.00		451.00
								451.00		451.00
0094659	11/13/20	Recon	0001559	Krueger International In	V0138691	11/12/20	P0009270	17,329.34		17,329.34
								17,329.34		17,329.34
0094660	11/13/20	Recon	0188162	Lake County Press			P0009571 P0009572	1,093.00 1,050.00		1,093.00 1,050.00
								2,143.00		2,143.00
0094661	11/13/20	Outst	0003288	McHenry County College	V0138696	11/12/20	P0009592	500.00		500.00
								500.00		500.00

Bank Code: 01 General Checking

1,874.00

GL Account No: 01-0000-00000-110000000 Check Check Check Vendor Voucher Voucher PO/BPO Voucher Cash Disc Check Number Date Status ID Payee Name ID Date Number Amount Amount Amount 0094662 11/13/20 Recon 0001093 MIDCO Inc V0138737 11/12/20 B0003436 45.00 45.00 ______ 45.00 45.00 0094663 11/13/20 Recon 0199908 Occupational Health Cent V0138701 11/12/20 B0003472 157.00 V0138804 11/13/20 B0003472 157.00 157.00 157.00 314.00 314.00

 VUI38740
 11/12/20
 B0003656
 115.11

 V0138741
 11/12/20
 B0003656
 19.60

 0094664 11/13/20 Recon 0001122 Office Depot V0138740 11/12/20 B0003656 115.11 19.60 134.71 134.71 V0138827 11/13/20 P0009593 23.50 V0138828 11/13/20 P0009594 100.45 V0138829 11/13/20 P0009594 357.20 V0138830 11/13/20 P0009594 85.00 V0138831 11/13/20 P0009594 37.50 V0138832 11/13/20 P0009595 210.00 V0138833 11/13/20 P0009595 210.00 V0138834 11/13/20 P0009595 153.50 V0138835 11/13/20 P0009595 162.00 V0138836 11/13/20 P0009595 130.50 V0138837 11/13/20 P0009595 166.37 V0138838 11/13/20 P0009596 106.37 V0138838 11/13/20 P0009596 68.97 V0138839 11/13/20 P0009597 79.00 V0138840 11/13/20 P0009597 404.75 V0138841 11/13/20 P0009598 45.08 V0138842 11/13/20 P0009598 79.00 V0138844 11/13/20 P0009598 79.00 V0138844 11/13/20 P0009599 505.00 V0138848 11/13/20 P0009599 505.00 V0138848 11/13/20 P0009599 505.00 0094665 11/13/20 Outst 0002406 Paisans Pizza 23.50 100.45 357.20 85.00 37.50 37.50 210.00 153.50 162.00 130.50 106.37 68.97 79.00 404.75 45.08 79.00 185.00 505.00 90.00 2,860.32 2,860.32 0094666 11/13/20 Recon 0206025 Praxair Distribution, In V0138851 11/13/20 P0009389 2,288.00 2,288.00 2,288.00 2,288.00 0094667 11/13/20 Recon 0001835 Ray O'Herron Co. of Oakb V0138764 11/12/20 B0003499 474.75 V0138765 11/12/20 B0003499 629.16 474.75 1,103.91 1,103.91 0094668 11/13/20 Recon 0001456 Sentry Therapy Systems I V0138826 11/13/20 P0009458 310.50 310.50 310.50

0094669 11/13/20 Recon 0001967 Shaw Media V0138726 11/12/20 B0003534 1,874.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Voucher Cash Disc Che Amount Amount Amou		PO/BPO Number	Voucher Date	Voucher ID	Payee Name		Check Status		Check Number
1,874.00 1,874.	1,874.00								
5,900.00 5,900. 5,462.50 5,462.	5,900.00 5,462.50	P0009580 P0009579	11/13/20 11/13/20	V0138781 V0138782	Signco	0188908	Recon	11/13/20	0094670
11,362.50 11,362.	11,362.50	-							
170.00 170.	170.00	в0003437	11/12/20	V0138725	Smithereen Exterminating	0001156	Recon	11/13/20	0094671
170.00 170.	170.00	-							
55,079.54 55,079.	55,079.54	B0003682	11/12/20	V0138700	Sound Investment Audio,	0206893	Recon	11/13/20	0094672
55,079.54 55,079.		-							
1,926.00 1,926.	1,926.00	в0003662	11/12/20	V0138728	Suburban Door Check & Lo	0002889	Recon	11/13/20	0094673
1,926.00 1,926.	1,926.00	-							
17,644.93 1,226.00 1,226.	17,644.93 1,226.00	P0009218 P0009135	09/16/20 09/16/20	V0136191 V0136192	Support Warehouse LTD	0200518	Recon	11/13/20	0094674
18,870.93 18,870.	18,870.93	-							
7,045.51 7,045.	7,045.51	B0003461	11/13/20	V0138802	Symmetry Energy Solution	0001107	Recon	11/13/20	0094675
7,045.51 7,045.	7,045.51	-							
370.00 370. 1,295.00 1,295.	370.00 1,295.00	B0003435 B0003435			Town of Cicero	0001006	Outst	11/13/20	0094676
1,665.00 1,665.	1,665.00	•							
38,100.00 38,100.	38,100.00	P0009534	11/13/20	V0138852	Turf Specialists, Inc.	0206684	Recon	11/13/20	0094677
38,100.00 38,100.	38,100.00	-							
318.78 318. 84.07 84.	318.78 84.07	P0009482 P0009482			Welding Industrial Suppl	0206041	Recon	11/13/20	0094678
402.85 402.		-							
1,056.02 1,056.	1,056.02	в0003439	11/13/20	V0138856	Wex Bank	0001406	Recon	11/13/20	0094679
1,056.02 1,056.		•							
581.18 581.	581.18	в0003632	11/13/20	V0138853	Wex Bank	0001406	Recon	11/13/20	0094680
581.18 581.	581.18	-							

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Check Status	Vendor ID	Payee Name				Voucher Amount	Check Amount
0094681	11/13/20	Recon		YourMembership.com, Inc	V0138778	11/13/20	P0009603	279.00	 279.00 629.00
								908.00	 908.00
0094682	11/13/20	Recon	0122174	Derek W. Dominick	V0138860	11/13/20		1,155.00	1,155.00
								1,155.00	1,155.00
0094683	11/19/20	Recon	0188213	First Midwest Bank	V0138924 V0138925 V0138926 V0138927 V0138928	11/19/20 11/19/20 11/19/20 11/19/20 11/19/20	B0003677 P0009456 B0003678 B0003535 B0003678 P0009512 B0003678 B0003434 P0009554 P0009600 B0003536 B0003551	40.00 94.00 330.00 165.84 105.19 75.00 45.00 20.00 2,000.00 800.00 26.70 44.98	40.00 94.00 330.00 165.84 105.19 75.00 45.00 20.00 2,000.00 800.00 26.70 44.98
								3,746.71	3,746.71
0094684	11/19/20	Recon	0188213	First Midwest Bank	V0138877	11/17/20		53.78	 53.78
								53.78	53.78
0094685	11/20/20	Recon	0156097	ACI Payments, Inc.	V0138862	11/16/20		1,695.02	 1,695.02
								1,695.02	1,695.02
0094686	11/20/20	Outst	0202517	Mr. Diego U. Aleman Sant	V0138873	11/16/20		96.00	 96.00
								96.00	96.00
0094687	11/20/20	Outst	0001895	Delta Dental of Illinois	V0138874 V0138875			9,920.11 1,063.20	 9,920.11 1,063.20
								10,983.31	10,983.31
0094688	11/20/20	Recon	0000917	Mr. Carlos M. Dominguez	V0138555	10/30/20		103.80	 103.80
								103.80	103.80
0094689	11/20/20	Outst	0202383	Flexible Benefit Service	V0138864	11/16/20		320.00	 320.00
								320.00	320.00
0094690	11/20/20	Outst	0205068	Rene Itamouna	V0138805	11/13/20		392.00	 392.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:24

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								392.00		392.00
0094691	11/20/20	Recon	0190172	Mrs. Ashanta N. Marshall	V0138690	11/12/20		425.00		425.00
								425.00		425.00
0094692	11/20/20	Recon	0205874	Nolan McKenna	V0136271	09/22/20		1,500.00		1,500.00
								1,500.00		1,500.00
0094693	11/20/20	Outst	0002467	Jered D. Montgomery	V0138687	11/10/20		16.34		16.34
								16.34		16.34
0094694	11/20/20	Recon	0205567	Ms. Courtney O'Brien	V0138867	11/16/20		50.00		50.00
								50.00		50.00
0094695	11/20/20	Outst	0048906	Ms Patricia Ramirez	V0138876	11/17/20		64.79		64.79
								64.79		64.79
0094696	11/20/20	Outst	0001161	State Univ Retirement Sy	V0138878	11/17/20		20,086.65		20,086.65
								20,086.65		20,086.65
0094697	11/20/20	Recon	0001327	Vision Service Plan	V0138863	11/16/20		1,939.02		1,939.02
								1,939.02		1,939.02
0094723	11/25/20	Outst	0206556	Lisa Booko	V0138938	11/23/20		1,250.00		1,250.00
								1,250.00		1,250.00
0094724	11/25/20	Outst	0206983	Ariana D. Dampier	V0138947	11/23/20		1,250.00		1,250.00
								1,250.00		1,250.00
0094725	11/25/20	Outst	0000917	Mr. Carlos M. Dominguez	V0138866	11/16/20		74.51		74.51
								74.51		74.51
0094726	11/25/20	Outst	0207232	Patrice Gordon	V0138943	11/23/20		625.00		625.00
								625.00		625.00
0094727	11/25/20	Recon	0099077	Guadalupe Melo	V0138967	11/24/20		550.00		550.00
								550.00		550.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:24

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094728	11/25/20	Recon		Max Melo				660.00		660.00
							-	660.00		660.00
0094729	11/25/20	Outst	0187216	Mr. Neil Moss	V0138937	11/23/20		229.08		229.08
							-	229.08		229.08
0094730	11/25/20	Outst	0001110	National League for Nurs	V0138934	11/23/20	_	1,500.00		1,500.00
								1,500.00		1,500.00
0094731	11/25/20	Outst	0205567	Ms. Courtney O'Brien	V0138954	11/24/20	_	100.00		100.00
								100.00		100.00
0094732	11/25/20	Outst	0200289	Ms. Amanda L. Young	V0138678	11/10/20	-	1,100.00		1,100.00
								1,100.00		1,100.00
0094755	11/30/20	Outst	0182089	Judith M. Aguilera			B0003686 B0003686	96.00 96.00		96.00 96.00
					V0135032	11/23/20		96.00 		192.00
0004756	11/20/20	Outat	0002105	Alfred C Depar Itd	1701200E6	11/25/20	D0003E60			
0094756	11/30/20	Outst	0002105	Alfred G Ronan Ltd	V0139036	11/25/20	Б0003560			
								2,000.00		2,000.00
0094757	11/30/20	Outst	0188188	Amazon Capital Services	V0138988	11/25/20	B0003659	70.39		70.39 35.99 165.71 131.78 535.07 215.36
					V0138990	11/25/20	B0003519	35.99		35.99
					VU139U39	11/25/20	B0003525	165.71		165.71
					VU139U5/	11/25/20	B0003605	131.78		131.78
					7/0133050	11/25/20	B0003300	215 36		215.36
					V0139068	11/25/20	P0009577	152.95		152.95
							-	1,307.25		1,307.25
0094758	11/30/20	Outst	0000977	Apple, Inc.	V0139065	11/25/20	P0009545	1,399.00		1,399.00
	-,, 20			11 -,	V0139067	11/25/20	P0009552	798.00		798 00
					V0139069	11/25/20	P0009552	798.00 336.00		336.00
					V0139070	11/25/20	P0009552	54.00 27.00 119.00		54.00
					V0139071	11/25/20	P0009545	27.00		27.00
					V0139072	11/25/20	P0009545	119.00		119.00
					V0139073	11/25/20		149.00		149.00
					V0139074	11/25/20	P0009545	329.00		329.00
							•	3,211.00		3,211.00

03 Dec 2020 09:24 Period 11/01/2020 - 11/30/2020

	Bank Code:	01 General Checking
GL	Account No:	01-0000-00000-110000000

Check Number	Date	Status	Vendor ID	Davee N	Name	TD	Date	PO/BPO Number	Amount	Cash Disc Amount	Amount
0094759	11/30/20	Outst	0207245	Aries F	Facility Services,	V0139081 V0139082 V0139083	11/25/20 11/25/20 11/25/20	P0009629 P0009630 P0009631	3,200.00 3,000.00 2,664.00		3,200.00 3,000.00 2,664.00
									8,864.00		8,864.00
0094760	11/30/20	Outst	0198820	Asure S	Software	V0139044	11/25/20	в0003584	100.50		100.50
									100.50		100.50
0094761	11/30/20	Outst	0000973	AT&T		V0139011	11/25/20		1,094.30		1,094.30
									1,094.30		1,094.30
0094762	11/30/20	Void	0001401	AZ Comm	mercial			в0003430			
0094763	11/30/20	Outst	0000985	Berwyn	Ace Hardware	V0138979	11/25/20	в0003476	47.96		47.96
									47.96		47.96
0094764	11/30/20	Outst	0183673	BKD, LI	LP	V0139107	11/30/20		16,360.00		16,360.00
									16,360.00		16,360.00
0094765	11/30/20	Outst	0194510	Blades	of Glory Inc	V0138983	11/25/20	в0003485	1,000.00		1,000.00
									1,000.00		1,000.00
0094766	11/30/20	Outst	0001466	CAIRS		V0139078	11/25/20	P0009610	1,666.00		1,666.00
									1,666.00		1,666.00
0094767	11/30/20	Outst	0206652	Cajan I	Laundry II, LLC	V0139062	11/25/20	P0009589	140.00		140.00
									140.00		140.00
0094768	11/30/20	Outst	0206877	Carvert	cise Inc			B0003698 B0003698	11,975.00		11,975.00 2,395.00
						V0136970	11/24/20	Б0003096	2,395.00 14,370.00		14,370.00
0094769	11/30/20	Outat	0186384	Mlejand	dra Ceja Chavez	770130010	11/25/20	B0003694	96.00		96.00
0004700	11/30/20	Outst	0100304	Alejano	ira ceja chavez	V0135010	11/23/20	B0003074	96.00		96.00
0004770	11 /20 /00	0	0001712	G!	T d T	**0120000	11/05/00	D0002450			
0094770	11/30/20	JULST	0001/13	cidero	Landscape Inc.	V0138980 V0138981	11/25/20	B0003450	300.00 2,000.00 475.00		2,000.00
						VU138984	11/25/20	BUUU345U			
									2,775.00		2,775.00

Bank Code: 01 General Checking

1,645.00

Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094771	11/30/20	Outst	0001195	Cintas Corporation	V0138972 V0138974	11/24/20 11/24/20	B0003462 B0003486	200.76 234.99		200.76 234.99
								435.75		435.75
0094772	11/30/20	Outst	0001195	Cintas Corporation	V0138977 V0139002	11/24/20 11/25/20	B0003438 B0003438	152.06 152.06		152.06 152.06
								304.12		304.12
0094773	11/30/20	Outst	0001752	Comcast	V0139000 V0139005 V0139114	11/25/20 11/25/20 11/30/20	B0003467 B0003466 B0003466	44.08 6.30 183.35		44.08 6.30 183.35
								233.73		233.73
0094774	11/30/20	Outst	0001013	ComEd	V0139009	11/25/20	B0003460	11,243.27		11,243.27
								11,243.27		11,243.27
0094775	11/30/20	Outst	0176739	Ashley N. Contreras	V0139029	11/25/20	B0003684	96.00		96.00
								96.00		96.00
0094776	11/30/20	Outst	0190414	Tristan C. Dator	V0139033	11/25/20	в0003687	96.00		96.00
								96.00		96.00
0094777	11/30/20	Outst	0207175	DeLanda M Hamilton	V0139066	11/25/20	P0009613	567.00		567.00
								567.00		567.00
0094778	11/30/20	Outst	0001711	Demonica Kemper Architec	V0139020 V0139021 V0139022 V0139023 V0139024 V0139025 V0139027	11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20	B0003692 B0003691 B0003691 B0003691 B0003691 B0003691	1,200.00 1,239.34 641.00 28,794.70 41,559.44 10,429.26 64,668.16		1,200.00 1,239.34 641.00 28,794.70 41,559.44 10,429.26 64,668.16
								148,531.90		148,531.90
0094779	11/30/20	Outst	0205020	DiaMedical USA Equipment	V0139104	11/30/20	P0009582			
0094780	11/30/20	Outst	0001469	Diamond Graphics	V0139053 V0139054 V0139055	11/25/20 11/25/20 11/25/20	B0003669 B0003669 B0003669	535.00 85.00 1,025.00		535.00 85.00 1,025.00

1,645.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:25

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID		PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094781	11/30/20	Outst	0000989	Dick Blick	V0139042	11/25/20	в0003523	321.43		321.43
								321.43		321.43
0094782	11/30/20	Outst	0122174	Derek W. Dominick	V0139113	11/30/20	P0009635	1,575.00		1,575.00
								1,575.00		1,575.00
0094783	11/30/20	Outst	0182724	Dyopath LLC	V0139060	11/25/20	B0003445	7,750.00		7,750.00
								7,750.00		7,750.00
0094784	11/30/20	Outst	0205973	Fastenal Company	V0139064	11/25/20	P0009361	980.68		980.68
								980.68		980.68
0094785	11/30/20	Outst	0001029	Fed Ex	V0138994	11/25/20	B0003527 B0003527 B0003527	29.83 9.63 10.07		29.83 9.63 10.07
								49.53		49.53
0094786	11/30/20	Outst	0001034	Flinn Scientific Inc	V0138987	11/25/20	P0009606	359.06		359.06
								359.06		359.06
0094787	11/30/20	Outst	0001037	Fox Valley Fire & Safety	V0139016	11/25/20	в0003532	523.00		523.00
								523.00		523.00
0094788	11/30/20	Outst	0202852	Freepoint Energy Solutio	V0139045	11/25/20	B0003474	22,844.96		22,844.96
								22,844.96		22,844.96
0094789	11/30/20	Outst	0179022	Jennifer Garcia	V0139030	11/25/20	B0003685	96.00		96.00
								96.00		96.00
0094790	11/30/20	Outst	0195834	Marlene Garcia	V0139117	11/30/20	B0003701	96.00		96.00
								96.00		96.00
0094791	11/30/20	Outst	0205972	Gas Plus DBA Buddy Bear	V0139004	11/25/20	B0003573	107.94		107.94
								107.94		107.94
0094792	11/30/20	Outst	0161227	Isaura Gonzalez	V0139028	11/25/20	B0003683	96.00		96.00
								96.00		96.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

Check Number		Status	Vendor ID	Payee Name	ID	Date	PO/BPO Number	Amount	Amount	
0094793	11/30/20			The Graphic Edge, LLC	V0139012 V0139013 V0139014 V0139035 V0139036 V0139038 V0139046 V0139047 V0139048 V0139049 V0139050 V0139050	11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20 11/25/20	B0003673 B0003670 B0003675 B0003680 B0003680 B0003680	78.85 4,942.20 1,531.76 746.72 1,277.82 1,946.27 1,672.46 26.99 431.37 256.50 2,502.06 369.57 4,383.90 1,009.14 41.74		2,502.06 2,502.06 369.57 4,383.90 1,009.14 41.74
0094794	11/30/20	Outst	0001068	ILLCO, Inc.	V0138976 V0138978 V0139026	11/24/20 11/24/20 11/25/20	B0003479 B0003479 B0003479	21,217.35 1,167.81 33.15 119.72		21,217.35 1,167.81 33.15 119.72
				Ink Your Wear, Inc.				1,320.68		1,320.68
								314.50		314.50
0094796	11/30/20	Outst	0002445	ITHAKA	V0139077	11/25/20	P0009619	1,295.00		1,295.00
								1,295.00		1,295.00
0094797	11/30/20	Outst	0001848	Jack Phelan Chevrolet	V0139019	11/25/20	в0003693			
								1,253.00		1,253.00
0094798	11/30/20	Outst	0001775	Jostens	V0139116	11/30/20	в0003651	61.47		61.47
								61.47		61.47
0094799	11/30/20	Outst	0205906	Juice Vibe Berwyn LLC	V0139106	11/30/20	P0009633	300.00		300.00
								300.00		300.00
0094800	11/30/20	Outst	0204280	Kaplan Higher Education	V0139075	11/25/20	P0009624	77,650.00		77,650.00
								77,650.00		77,650.00
0094801	11/30/20	Outst	0001890	Konica Minolta Bus Solut	V0139112	11/30/20	B0003440	10.58		10.58
								10.58		10.58

ACCOUNTS PAYABLE CHECK REGISTER Page 17 Period 11/01/2020 - 11/30/2020

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:25

Check Number		Check Status	Vendor ID	Payee Name		Voucher ID		PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
0094802	11/30/20	Outst	0002233	Konica Minolta E	Premier F	V0139006	11/25/20	в0003441			179.40
									179.40		179.40
0094803	11/30/20	Outst	0002233	Konica Minolta E	Premier F	V0139007	11/25/20	в0003441	197.00		197.00
									197.00		197.00
0094804	11/30/20	Outst	0002233	Konica Minolta I	Premier F	V0139008	11/25/20	B0003441	777.63		777.63
									777.63		777.63
0094805	11/30/20	Outst	0001763	Mecor, Inc.		V0138971			120.00		120.00
						VU139U84	11/25/20	B0003482	442.00		442.00
									562.00		562.00
0094806	11/30/20	Outst	0002157	Medical Equipmer	nt Affili	V0139079	11/25/20	P0009583	129.70		129.70
									129.70		129.70
0094807	11/30/20	Outst	0001289	Menards				B0003463	116.60 174.98		116.60
								B0003463 B0003463	174.98 46.27		174.98 46.27
									337.85		337.85
0094808	11/30/20	Outst	0206756	Murphy Construct	tion Serv	V0139017	11/25/20	в0003696	19,000.00		19,000.00
									19,000.00		19,000.00
0094809	11/30/20	Outst	0001529	New Pocket Nurse	e	V0139063	11/25/20	P0009542	248.61		248.61
									248.61		248.61
0094810	11/30/20	Outst	0199908	Occupational Hea	alth Cent	V0139015	11/25/20	B0003472	157.00		157.00
									157.00		157.00
0094811	11/30/20	Outst	0002406	Paisans Pizza		V0139076	11/25/20	P0009620	1,250.00		1,250.00
									1,250.00		1,250.00
0094812	11/30/20	Void	0001835	Ray O'Herron Co.	. of Oakb)					
0094813	11/30/20	Outst	0191610	Julissa D. Rodri	iguez	V0139034	11/25/20	в0003688	192.00		192.00
									192.00		192.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:25

Check Number		Check Status	Vendor ID	Payee Name	Voucher ID			Voucher Amount	Check Amount
0094814	11/30/20	Outst	0001967	Shaw Media	V0139080	11/25/20	P0009627	26.00	26.00
								26.00	 26.00
0094815	11/30/20	Outst	0002889	Suburban Door Check & Lo	V0139110	11/30/20	в0003469	245.00	245.00
								245.00	 245.00
0094816	11/30/20	Outst	0193721	TimeClock Plus	V0139115	11/30/20	в0003513	145.00	145.00
								145.00	 145.00
0094817	11/30/20	Outst	0000974	Verizon Wireless	V0139108	11/30/20	B0003431	28.64	28.64
								28.64	 28.64
0094818	11/30/20	Outst	0036650	Richard Waszak	V0138999	11/25/20	P0009609	350.00	350.00
								350.00	 350.00
0094819	11/30/20	Outst	0166312	Wells Fargo Equiptment F	V0138998	11/25/20	B0003444	1,248.00	1,248.00
								1,248.00	 1,248.00
0094820	11/30/20	Outst	0001406	Wex Bank	V0138992	11/25/20	в0003632	162.62	162.62
								162.62	 162.62
0094821	11/30/20	Outst	0177607	YBP Library Services	V0138991	11/25/20	в0003582	220.00	220.00
								220.00	 220.00
0094822	11/30/20	Outst	0001401	AZ Commercial	V0139010	11/25/20	в0003636	117.50	117.50
								117.50	 117.50
0094823	11/30/20	Outst	0001835	Ray O'Herron Co. of Oakb	V0139041	11/25/20	В0003499	979.56 89.88 629.16 1,276.00	 979.56 89.88 629.16 1,276.00
								2,974.60	2,974.60
E0007646	11/05/20	Outst	0152517	Montserrat Flores	V0138360	10/27/20		500.00	 500.00
								500.00	500.00
E0007647	11/05/20	Outst	0000931	Mr. Juan M. Franco	V0135931	09/09/20		2,500.00	 2,500.00
								2,500.00	2,500.00

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

03 Dec 2020

09:25

Check Number		Check Status		Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
E0007648	11/05/20	Outst	0156123	Mrs. Nancy N. Jeffries	V0138409	10/29/20		425.00		425.00
								425.00		425.00
E0007649	11/05/20	Outst	0192110	Mrs. Joanna M. Martin	V0138393	10/29/20		194.51		194.51
								194.51		194.51
E0007650	11/05/20	Outst	0199309	Jason Nichols Enterprise	V0138556	11/01/20		100.00		100.00
								100.00		100.00
E0007651	11/05/20	Outst	0000928	Mr. James P. O'Connell,	V0138551	10/30/20		30.00		30.00
								30.00		30.00
E0007652	11/05/20	Outst	0200456	Alyssa Serewicz	V0136516	09/29/20		1,500.00		1,500.00
								1,500.00		1,500.00
E0007653	11/05/20	Outst	0200288	Mr. Thomas J. Welsh, Jr.	V0135977	09/10/20		2,250.00		2,250.00
								2,250.00		2,250.00
E0007654	11/05/20	Outst	0158266	Mr. Christopher J. Wido	V0138553	10/30/20		110.00		110.00
								110.00		110.00
E0007656	11/12/20	Outst	0000809	Mr. Hernan Alonso	V0138684	11/10/20		1,428.00		1,428.00
								1,428.00		1,428.00
E0007657	11/12/20	Outst	0107686	Mrs. Blanca E. Jara	V0138590	11/04/20		41.15		41.15
								41.15		41.15
E0007658	11/12/20	Outst	0017224	Ms Gabriela Mata	V0138597 V0138600			100.00 195.00		100.00
								295.00		295.00
E0007659	11/12/20	Outst	0199309	Jason Nichols Enterprise	V0138601	11/06/20		500.00		500.00
								500.00		500.00
E0007660	11/12/20	Outst	0166301	Ms Wendy Vega-Huezo	V0138610	11/09/20		50.00		50.00
								50.00		50.00
E0007661	11/12/20	Outst	0201674	Maamoun Hossayrami	V0138608	11/09/20	в0003647	177.09		177.09

03 Dec 2020 Page 20 ACCOUNTS PAYABLE CHECK REGISTER Period 11/01/2020 - 11/30/2020

Bank Code: 01 General Checking GL Account No: 01-0000-00000-110000000

09:25

Check Number		Check Status		Payee Name	Voucher ID	Voucher Date	PO/BPO Number	Voucher Amount	Cash Disc Amount	Check Amount
								177.09		177.09
E0007662	11/12/20	Outst	0189276	Alicia M. Lugo	V0138607	11/09/20	в0003646	419.32		419.32
								419.32		419.32
E0007663	11/12/20	Outst	0199309	Jason Nichols Enterprise	V0138606	11/09/20	P0009591	5,000.00		5,000.00
								5,000.00		5,000.00
E0007702	11/19/20	Outst	0000928	Mr. James P. O'Connell,	V0138871	11/16/20		229.99		229.99
								229.99		229.99
E0007703	11/19/20	Outst	0201530	Matthew E. Saey	V0135937	09/09/20		2,000.00		2,000.00
								2,000.00		2,000.00
E0007704	11/19/20	Outst	0003089	Mr. Bradley J. Sleeth	V0135974	09/10/20		2,000.00		2,000.00
								2,000.00		2,000.00
E0007705	11/19/20	Outst	0201801	Michael R. Traversa	V0138677	11/10/20		1,276.00		1,276.00
								1,276.00		1,276.00
E0007706	11/19/20	Outst	0200701	Mr. John W. Treiber	V0138688	11/11/20		33.21		33.21
								33.21		33.21
E0007707	11/19/20	Outst	0000886	Mrs. Maria G. Vargas	V0138907	11/17/20		425.00		425.00
								425.00		425.00
E0007708	11/19/20	Outst	0166301	Ms Wendy Vega-Huezo	V0138872	11/16/20		281.00		281.00
								281.00		281.00
E0007709	11/19/20	Outst	0190102	Ms. Brandie N. Windham	V0138788	11/13/20		225.00		225.00
								225.00		225.00
E0007716	11/25/20	Outst	0000835	Ms Sandra Alcala	V0138965	11/24/20		138.85		138.85
								138.85		138.85
E0007717	11/25/20	Outst	0190883	Ms. Sally Delgado	V0138908	11/18/20		48.35		48.35
								48.35		48.35

03 Dec 2020 ACCOUNTS PAYABLE CHECK REGISTER Page 21 09:25 Period 11/01/2020 - 11/30/2020

Bank Code: 01 General Checking

	nt No: 01-									
Check Number	Check Date	Check Status	Vendor ID	Payee Name	Voucher ID	Date	Number	Voucher Amount	Cash Disc Amount	Check Amount
E0007718	11/25/20			Ms Evelyn Jaquez				100.00		100.00
								100.00		100.00
E0007719	11/25/20	Outst	0197664	Ms. Claudia Mosqueda	V0138941	11/23/20		340.00		340.00
								340.00		340.00
E0007720	11/25/20	Outst	0165693	Dr. Maria Romero Yuste	V0138935	11/23/20		660.00		660.00
								660.00		660.00
E0007721	11/25/20	Outst	0002709	Mr. Derek C. Shouba	V0138933	11/20/20		175.59		175.59
								175.59		175.59
E0007722	11/25/20	Outst	0000808	Ms. Marisol Velazquez	V0138936 V0138951			500.00 146.36		500.00 146.36
					V0136931	11/23/20				
E0007722	11/25/20	Outat	0150266	Mr. Christopher J. Wido	170120020	11/10/20		105.92		105.92
E0007723	11/25/20	Outst	0156266	Mr. Christopher J. Wido	V0136930	11/19/20		105.92 		105.92
E0007724	11/25/20	0	0001674	Maamoun Hossayrami	770120007	11/25/20	D0002647			177.08
E0007724	11/25/20	outst	0201674	Maamoun Hossayrami	VU138997	11/25/20	B0003647			
								177.08		177.08
E0007725	11/25/20	Outst	0189276	Alicia M. Lugo	V0138996	11/25/20	В0003646	419.32		419.32
								419.32		419.32
E0007726	11/30/20	Outst	0206263	Grubhub Holdings Inc	V0139124	11/30/20	P0009637	2,000.00		2,000.00
								2,000.00		2,000.00
								1,020,019.09		1,020,019.09

Bank Code	Account Number	Description	Debit	Credit
01 General Checking	01-0000-00000-230000000	General : Accounts Payable	1,020,019.09	0.00
	01-0000-00000-110000000	General : Cash	0.00	1,020,019.09
			1,020,019.09	1,020,019.09

Morton College Over 10K Report November 2020

Vendor Name	Check Date	Check Number	Board Approved Date	Amount	Item Description Line 1
Carroll Seating Company, Inc.	11/13/2020	0094634	4/22/2020	\$79,596.92	Theater Seating Upgrades
CDW-Government, Inc	11/13/2020	0094635	8/26/2020	\$29,325.62	CARES Grant Laptops
Del Galdo Law Group, LLC	11/13/2020	0094641	EXEMPT	\$18,411.05	Attorney Services
Delta Dental of Illinois	11/20/2020	0094687	EXEMPT	\$10,983.31	Dental HMO November
Diamond Graphics	11/13/2020	0094643	10/23/2017	\$35,812.26	Business Cards
FBG Corporation	11/13/2020	0094647	5/22/2019	\$68,497.47	Final Payment-Elevator C
Krueger International Inc	11/13/2020	0094659	EXEMPT	\$17,329.34	4-leg high back stool
Signco	11/13/2020	0094670	EXEMPT	\$11,362.50	Remainder Build e inovice
Sound Investment Audio, LTD	11/13/2020	0094672	7/22/2020	\$55,079.54	Audio/Visual for Theater
State Univ Retirement Systems	11/13/2020	0094618	EXEMPT	\$71,590.32	Payroll Deductions
State Univ Retirement Systems	11/20/2020	0094696	EXEMPT	\$20,086.65	Earnings exceeding Gov
State Univ Retirement Systems	11/30/2020	0094751	EXEMPT	\$72,304.64	Payroll Deductions
Support Warehouse LTD	11/13/2020	0094674	EXEMPT	\$18,870.93	Annual License renewal
Turf Specialists, Inc.	11/13/2020	0094677	7/22/2020	\$38,100.00	Baseball Field recon
			Total Paid	547,350.55	

From: <u>Mireya Perez</u>
To: <u>Stan Fields</u>

Cc: <u>Maria Sanchez Anderson</u>; <u>Ana L Valdez</u>

Subject: Board Action - Monthly Budget Report November 30, 2020

Date: Saturday, December 5, 2020 1:16:28 PM

Attachments: MC- NOV 20 Budget.pdf

Proposed Action: THAT THE MONTHLY BUDGET REPORT FOR FISCAL YEAR TO DATE ENDING NOVEMBER 2020 BE RECEIVED AND APPROVED AS SUBMITTED.

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

Attachments: Monthly Budget Report

Thanks,

Mireya Perez, CPA Chief Financial Officer/Treasurer Morton College

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 FY21 Budget Report For 5 Month Ending November 30, 2020



Morton Community College Budget Report Summary November 30, 2020

Education Fund Revenue \$ 12,682,882 \$ 26,219,442 48.4% \$ 13,536,560 Expenditures (9,154,406) (26,218,756) 34.9% (17,064,350) Net \$ 3,528,476 \$ 686 \$ (3,527,790) Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170)	Funds		Actual		Budget	%		Budget Remaining
Revenue \$ 12,682,882 \$ 26,219,442 48.4% \$ 13,536,560 Expenditures (9,154,406) (26,218,756) 34.9% (17,064,350) Net \$ 3,528,476 \$ 686 \$ (3,527,790) Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Tunus		Actual		buuget	70		Remaining
Revenue \$ 12,682,882 \$ 26,219,442 48.4% \$ 13,536,560 Expenditures (9,154,406) (26,218,756) 34.9% (17,064,350) Net \$ 3,528,476 \$ 686 \$ (3,527,790) Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Education Fund							
Expenditures (9,154,406) (26,218,756) 34.9% (17,064,350) Net \$ 3,528,476 \$ 686 \$ (3,527,790) Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	·	\$	12 682 882	\$	26 219 442	48 4%	\$	13 536 560
Net \$ 3,528,476 \$ 686 \$ (3,527,790) Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)		Ą		Ţ			Ų	
Operations & Maintenance Fund Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	•	<u> </u>		\$		34.570	\$	
Revenue \$ 1,705,406 \$ 3,610,960 47.2% \$ 1,905,554 Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	NCC	Ų	3,328,470	Ţ	080		Ų	(3,327,730)
Expenditures (1,222,387) (3,609,557) 33.9% (2,387,170) Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Operations & Maintenance Fund							
Net \$ 483,019 \$ 1,403 \$ (481,616) Restricted Purpose Fund \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Revenue	\$	1,705,406	\$	3,610,960	47.2%	\$	1,905,554
Restricted Purpose Fund Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Expenditures		(1,222,387)		(3,609,557)	33.9%		(2,387,170)
Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Net	\$	483,019	\$	1,403		\$	(481,616)
Revenue \$ 4,209,664 \$ 19,665,178 21.4% \$ 15,455,514 Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926)	Restricted Purpose Fund							
Expenditures (4,887,252) (19,665,178) 24.9% (14,777,926		\$	4,209,664	\$	19,665,178	21.4%	\$	15,455,514
	Expenditures			·		24.9%	·	
		\$		\$	-		\$	
			, , ,	·				,
Audit Fund	Audit Fund							
Revenue \$ 29,948 \$ 71,567 41.8% \$ 41,619	Revenue	\$	29,948	\$	71,567	41.8%	\$	41,619
	Expenditures		(73,760)		(81,600)	90.4%		(7,840)
Net \$ (43,812) \$ (10,033) \$ 33,779	Net	\$	(43,812)	\$	(10,033)		\$	33,779
Liability, Protection & Settlement Fund	Liability, Protection & Settlement Fund							
Revenue \$ 334,872 \$ 801,734 41.8% \$ 466,862	Revenue	\$	334,872	\$	801,734	41.8%	\$	466,862
Expenditures (779,204) (2,336,280) 33.4% (1,557,076	Expenditures		(779,204)		(2,336,280)	33.4%		(1,557,076)
Net \$ (444,332) \$ (1,534,546) \$ (1,090,214	Net	\$	(444,332)	\$	(1,534,546)		\$	(1,090,214)
General Bond Obligation Fund	General Bond Obligation Fund							
Revenue \$ 389,020 \$ 651,529 59.7% \$ 262,509	Revenue	\$	389,020	\$	651,529	59.7%	\$	262,509
	Expenditures		-		(645,950)	0.0%		(645,950)
Net \$ 389,020 \$ 5,579 \$ (383,441	Net	\$	389,020	\$	5,579		\$	(383,441)
Operations & Maintenance (Restricted) Fund	Operations & Maintenance (Restricted) Fund							
Revenue \$ 328 \$ 10,483,910 0.0% \$ 10,483,582	Revenue	\$	328	\$	10,483,910	0.0%	\$	10,483,582
	Expenditures		(3,107,494)		(10,483,910)	29.6%		(7,376,416)
Net \$ (3,107,166) \$ - \$ 3,107,166	Net	\$	(3,107,166)	\$	-		\$	3,107,166
All Funds	All Funds							
		\$	19,352,120	\$	61,504,320	31.5%	\$	42,152,200
		•		•				(43,816,728)
	•	\$		\$				(1,664,528)

EDUCATION FUND REVENUE November 30, 2020

November 30, 2020						Budget	
	 Actual		Budget	%	R	temaining	
REVENUE							
LOCAL GOVERNMENT							
Property taxes	\$ 3,145,109	\$	7,530,232	41.8%	\$	4,385,123	
Total Local Government	\$ 3,145,109	\$	7,530,232		\$	4,385,123	
CORPORATE PERSONAL PROPERTY TAXES	\$ 160,284	\$	650,000	24.7%	\$	489,716	
SURS HEALTH - ON BEHALF PAYMENTS	\$ -	\$	-	0.0%	\$	-	
STATE GOVERNMENT							
ICCB credit hour grants	\$ 918,125	\$	2,314,560	39.7%	\$	1,396,435	
ICCB equalization grants	1,740,015		5,220,045	33.3%		3,480,030	
CTE formula grant	 83,286			0.0%		(83,286)	
Total State Government	\$ 2,741,426	\$	7,534,605		\$	4,793,179	
STUDENT TUITION AND FEES							
Tuition	\$ 5,408,746	\$	7,947,825	68.1%	\$	2,539,079	
Fees	 1,203,728		2,023,480	59.5%		819,752	
Total Tuition and Fees	\$ 6,612,474	\$	9,971,305		\$	3,358,831	
MISCELLANEOUS							
Sales and service fees	\$ 11,530	\$	253,300	4.6%	\$	241,770	
Investment revenue	12,059		250,000	4.8%		237,941	
Nongovernmental gifts & scholarships	 <u> </u>		30,000	0.0%		30,000	
Total Other Sources	\$ 23,589	\$	533,300		\$	509,711	
Total Revenue	\$ 12,682,882	\$	26,219,442	48.4%	\$	13,536,560	
Transfers in	\$ -	\$	<u>-</u>	0.0%	\$		
Total Revenue and Transfers in	\$ 12,682,882	\$	26,219,442	48.4%	\$	13,536,560	

EDUCATION FUND EXPENDITURES

November 30, 2020

November 30, 2020		Actual		Budget	%	Budget Remaining	
EXPENDITURES							
By Program:							
Instruction							
Salaries	\$	3,116,701	\$	7,393,818	42.2%	\$	4,277,117
Employee benefits	Y	336,012	Y	762,994	44.0%	Y	426,982
Contractual services		30,818		307,150	10.0%		276,332
Material and supplies		97,147		518,150	18.7%		421,003
Conferences and meetings		843		33,785	2.5%		32,942
Total Instruction		3,581,521		9,015,897	39.7%		5,434,376
Academic Support							
Salaries		535,811		1,541,851	34.8%		1,006,040
Employee benefits		70,152		262,088	26.8%		191,936
Contractual services		173,499		287,000	60.5%		113,501
Material and supplies		80,265		317,970	25.2%		237,705
Conferences and meetings		1,194		29,340	4.1%		28,146
Fixed charges		23,359		75,000	31.1%		51,641
Other Expenditures		-		1,000	0.0%		1,000
Total Academic Support		884,280		2,514,249	35.2%		1,629,969
Student Services							
Salaries		703,123		1,804,540	39.0%		1,101,417
Employee benefits		101,808		231,677	43.9%		129,869
Contractual services		49,567		215,000	23.1%		165,433
Material and supplies		10,922		162,550	6.7%		151,628
Conferences and meetings		12,298		76,450	16.1%		64,152
Fixed charges		9,655		19,000	50.8%		9,345
Total Student Services		887,373		2,509,217	35.4%		1,621,844
Dublic Comity (Continuing Education							
Public Service/Continuing Education		102 707		220.070	24 20/		225 202
Salaries		102,787		328,079	31.3%		225,292
Employee benefits		18,318		46,093	39.7%		27,775
Contractual services		20,381		217,000	9.4%		196,619
Material and supplies		59.00		29,700	0.2%		29,641
Conferences and meetings		(120)		5,250	0.0%		5,250
Other tuition/fee waiver		(120)		5,000	-2.4%		5,120
Total Public Service/Continuing Education		141,425		631,122	22.4%		489,697
Auxiliary Services					2.4.22/		
Salaries		69,582		199,675	34.8%		130,093
Employee benefits		6,851		1,884	363.6%		(4,967)
Contractual services		279,834		350,000	80.0%		70,166
Material and supplies		215,650		584,500	36.9%		368,850
Conferences and meetings		7,156		132,750	5.4%		125,594
Fixed charges		-		16,000	0.0%		16,000
Total Auxiliary Services		579,073		1,284,809	45.1%		705,736

EDUCATION FUND EXPENDITURES

November 30, 2020

	Actua	<u>.l</u>	Budget	<u></u> %	Budget Remaining
EXPENDITURES					
Institutional Support					
Salaries	\$ 8	94,279	2,555,796	35.0%	\$ 1,661,517
Employee benefits	1	85,761	484,19	9 38.4%	298,438
Contractual services	7	67,305	1,417,50	0 54.1%	650,195
Material and supplies	2	04,669	711,80	0 28.8%	507,131
Conferences and meetings		32,391	216,50	0 15.0%	184,109
Fixed charges		48	1,50	0 3.2%	1,452
Other		33,108	140,00	0 23.6%	 106,892
Total Institutional Support	2,1	17,561	5,527,29	5 38.3%	 3,409,734
Scholarships, Student Grants & Waivers					
Student grants and scholarships		963,174	2,029,00	0 47.5%	 1,065,826
Total Scholarships, Student Grants & Waivers		963,174	2,029,00	0 47.5%	 1,065,826
Contingencies		-	540,00	0.0%	540,000
Total Expenditures	\$ 9,1	54,407	24,051,589	38.1%	\$ 14,897,182
Transfers out		-	2,167,16	7 0.0%	2,167,167
Total Expenditures and Transfers out	\$9,	154,407	26,218,75	34.9%	\$ 17,064,349

OPERATION & MAINTENANCE FUND REVENUE AND EXPENDITURES November 30, 2020

	Actual	Budget	%	Budget Remaining
REVENUE			· · · · · · · · · · · · · · · · · · ·	
LOCAL GOVERNMENT				
Property taxes	\$ 616,003	\$ 1,481,960	41.6%	\$ 865,957
CORPORATE PERSONAL PROPERTY TAXES	160,284	650,000	24.7%	489,716
STUDENT FEES				
Fees	928,183	1,450,000	64.0%	521,817
Total Student Fees	928,183	1,450,000	64.0%	521,817
MISCELLANEOUS				
Sales and service fees	-	5,000	0.0%	5,000
Facilities	-	14,000	0.0%	14,000
Investment revenue	936	10,000	9.4%	9,064
Total Miscellaneous	936	29,000	3.2%	28,064
Transfers in	-		-	
Total Revenue	\$ 1,705,406	\$ 3,610,960	47.2%	\$ 1,905,554
EXPENDITURES				
By Program:				
Operations and Maintenance of Plant				
Salaries	\$508,484	\$774,098	65.7%	\$265,614
Employee benefits	67,358	147,459	45.7%	80,101
Contractual services	366,920	1,373,000	26.7%	1,006,080
Material and supplies	47,239	199,500	23.7%	152,261
Conferences and meetings	-	6,500	0.0%	6,500
Utilities	232,386	770,000	30.2%	537,614
Capital outlay	-	329,000	0.0%	329,000
Other		10,000	0.0%	10,000
Total Operations and Maintenance of Plant	1,222,387	3,609,557	33.9%	2,387,170
				
Total Expenditures	\$ 1,222,387	\$ 3,609,557	33.9%	\$ 2,387,170

RESTRICTED PURPOSE FUND REVENUE November 30, 2020

November 30, 2020				Budget
	Actual	Budget	%	Remaining
REVENUE				
STATE GOVERNMENT				
ICCB - adult education	\$148,817	\$1,188,480	12.5%	\$1,039,663
ISBE grant revenue- other	88,904	264,701	33.6%	175,797
Other Sources	34,444	3,695,000	0.9%	3,660,556
Total State Government	272,165	5,148,181	5.3%	4,876,016
FEDERAL GOVERNMENT				
Department of education	3,937,499	14,500,013	27.2%	10,562,514
Other	-	16,984	0.0%	16,984
Total Federal Government	3,937,499	14,516,997	27.1%	10,579,498
<u>Total Revenue</u>	\$ 4,209,664	\$ 19,665,178	21.4%	\$ 15,455,514

RESTRICTED PURPOSE FUND EXPENDITURES November 30, 2020

November 30, 2020	,	Actual	Budget	%	Budget Remaining
EXPENDITURES			 		<u> </u>
By Program:					
Instruction					
Salaries	\$	411,030	\$ 1,359,737	30.2%	\$ 948,707
Employee benefits		44,866	2,097,327	2.1%	2,052,461
Contractual services		910	6,224	14.6%	5,314
Material and supplies		84,700	218,539	38.8%	133,839
Conferences and meetings		82	14,725	0.6%	14,643
Other Fixed Charges		4,019	20,688	19.4%	16,669
Student grants and scholarships		-	25,000	0.0%	25,000
Total Instruction		545,607	3,742,240	14.6%	 3,196,633
Academic Support					
Employee benefits		-	250,000	0.0%	250,000
Total Academic Support		-	250,000	0.0%	 250,000
Student Services					
Salaries		54,436	384,379	14.2%	329,943
Employee benefits		5,650	460,389	1.2%	454,739
Other Contract Services		29,685	199,078	14.9%	169,393
Material and supplies		243,184	743,017	32.7%	499,833
Conferences and meetings		1,120	15,386	7.3%	14,266
Fixed charges		2,460	20,995	11.7%	18,535
Student grants and scholarships		1,498	235,000	0.6%	 233,502
Total Student Services		338,033	 2,058,244	16.4%	 1,720,211
Public Service/Continuing Education					
Salaries		71,793	203,238	35.3%	131,445
Employee benefits		16,648	130,475	12.8%	113,827
Contractual services		420	2,800	15.0%	2,380
Material and supplies		801	7,388	10.8%	6,587
Conferences and meetings		-	18,800	0.0%	18,800
Total Public Service/Continuing Education		89,662	362,701	24.7%	 273,039

RESTRICTED PURPOSE FUND REVENUE AND EXPENDITURES November 30, 2020

	Actual	Budget	%	Budget Remaining	
Auxiliary Services					
Employee benefits	\$ -	\$ 125,000	0.0%	\$ 125,000	
Total Auxiliary Services	-	125,000	0.0%	125,000	
Operations and Maintenance of Plant					
Employee benefits	-	450,000	0.0%	450,000	
Total Operation and Maintenance of Plant	-	450,000	0.0%	450,000	
Institutional Support					
Employee benefits	-	450,000	0.0%	450,000	
Contractual services	14,513	100,000	14.5%	85,487	
Materials and supplies	259,435	704,286	36.8%	444,851	
Student grants and waivers	287,622	287,655	100.0%	33	
Total Institutional Support	561,570	1,541,941	36.4%	980,371	
Scholarships, Student Grants & Waivers					
Salaries	25,059	131,529	19.1%	106,470	
Student grants and scholarships	3,327,321	11,003,523	30.2%	7,676,202	
Total Scholarships, Student Grants & Waivers	3,352,380	11,135,052	30.1%	7,782,672	
<u>Total Expenditures</u>	\$ 4,887,252	\$ 19,665,178	24.9%	\$ 14,777,926	

AUDIT FUND REVENUE AND EXPENDITURES November 30, 2020

	 <u>Actual</u>	<u></u>	Budget	<u>%</u>	Budget maining
REVENUE					
LOCAL GOVERNMENT Property taxes	\$ 29,948	\$	71,517	41.9%	\$ 41,569
MISCELLANEOUS Investment revenue	 1		50	2.0%	 49
<u>Total Revenue</u>	\$ 29,949	\$	71,567	41.8%	\$ 41,618
<u>Transfers in</u>	-		-	0.0%	-
Total Revenue and Transfers in	\$ 29,949	\$	71,567	41.8%	\$ 41,618
EXPENDITURES By Program: Institutional Support					
Contractual services	 73,760		81,600	90.4%	 7,840
<u>Total Expenditures</u>	\$ 73,760	\$	81,600	90.4%	\$ 7,840

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES November 30, 2020 $\,$

			.,	Budget
DEVENUE	Actual	Budget	%	Remaining
REVENUE				
LOCAL COVERNMENT				
LOCAL GOVERNMENT	Ć 224.000	<u> </u>	44.00/	Ć 466.766
Property taxes	\$ 334,868	\$ 801,634	41.8%	\$ 466,766
MISCELLANEOUS				
Investment revenue	4	100	4.0%	96
investment revenue	<u> </u>	= =====================================		
Total Revenue	\$ 334,872	\$ 801,734	41.8%	\$ 466,862
		- · ·		
EVDENDITUDES				
EXPENDITURES By Program:				
Instruction				
Salaries		215,848	0.0%	215,848
	22 210	135,000	23.9%	
Employee benefits	32,219	155,000	23.9%	102,781
Total Instruction	32,219	350,848	9.2%	318,629
Academic Support				
Employee benefits	5,610	16,500	34.0%	10,890
Student Services				
Salaries	37,898	85,668	44.2%	47,770
Employee benefits	11,447	28,501	40.2%	17,054
Total Academic Support	49,345	114,169	43.2%	64,824
	· · · · · · · · · · · · · · · · · · ·	= =====================================		
Public Service/Continuing Education				
Employee benefits	1,048.00	7,500	14.0%	6,452
Auxiliary Services		<u> </u>		
Employee benefits	654.00	4,500	14.5%	3846
Operations and Maintenance of Plant				
Salaries	224,232	1,031,006	21.7%	806,774
Employee benefits	26,939	65,003	41.4%	38,064
Total Operations and Maintenance of Plant	251,171	1,096,009	22.9%	844,838
·		<u> </u>		
Institutional Support				
Salaries	51,844	149,956	34.6%	98,112
Employee benefits	54,479	61,711	88.3%	7,232
Contractual services	75,226	200,000	37.6%	124,774
Other Fixed Charges	257,608	335,087	76.9%	77,479
-		<u> </u>		
Total Institutional Support	439,157	746,754	58.8%	307,597
Total Expenditures	\$ 779,204	\$ 2,336,280	33.4%	\$ 1,557,076

GENERAL BOND OBLIGATION FUND REVENUE AND EXPENDITURES November 30, 2020

	Actual	Budget	%	Budget Remaining
REVENUE		200,000		
LOCAL GOVERNMENT				
Property taxes	\$ 389,016	\$ 651,429	59.7%	\$ 262,413
MISCELLANEOUS				
Investment revenue	4	100	4.0%	96
Total Revenue	389,020	651,529	59.7%	262,509
EXPENDITURES				
By Program:				
Institutional Support Fixed charges		645,950	0.0%	645,950
TRANSFERS OUT	-		0.0%	-
Total Expenditures	\$ -	\$ 645,950	0.0%	\$ 645,950

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE AND EXPENDITURES November 30, 2020

				Budget
	Actual	Budget	%	Remaining
REVENUE				_
STATE GOVERNMENT				
Capital Development Board	<u></u>	4,881,800	0.0%	4,881,800
Total	-	4,881,800	0.0%	4,881,800
OTHER SOURCES			 -	
Bonds	-	3,145,062	0.0%	3,145,062
Investment Interest	328	289,881	0.0%	289,553
Total	328	3,434,943	0.0%	3,434,615
TRANSFERS IN	\$ -	\$ 2,167,167	0.0%	\$ 2,167,167
Total Revenue and Transfers in	\$ 328	\$ 10,483,910	0.0%	\$ 10,483,582
<u>EXPENDITURES</u>				
By Program:				
Operations and Maintenance of Plant				
Contractual services	164,232	5,076,800	3.2%	4,912,568
Capital outlay	2,943,262	5,407,110	54.4%	2,463,848
Total Operation and Maintenance of Plant	3,107,494	10,483,910	29.6%	7,376,416
Total Expenditures	\$ 3,107,494	\$ 10,483,910	29.6%	\$ 7,376,416

From: <u>Mireya Perez</u>
To: <u>Stan Fields</u>

Cc: <u>Maria Sanchez Anderson</u>; <u>Ana L Valdez</u>

Subject: FW: Action Item 8.3 for 12/16/2020 Board Meeting

Date: Thursday, December 3, 2020 2:03:35 PM

Attachments: TR 11.30.20.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

From: Suzanna Raigoza <Suzanna.Raigoza@morton.edu>

Sent: Thursday, December 3, 2020 1:52 PM **To:** Mireya Perez <mireya.perez@morton.edu>

Subject: Action Item 8.3 for 12/16/2020 Board Meeting

Proposed Action: THAT THE MONTHLY TREASURER'S REPORTS FOR NOVEMBER 2020 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

Morton College Treasurer's Report

Month Ending: November 2020

Institution	Purchased	Principal	Rate	Туре	Maturity
The Illinois Funds, Springfield					
	1-May-06	\$10,638,922.62	0.0100%	TIF Prime Fund	30-Nov-20
First Midwest Bank	11-Mar-20	\$ 251,348.77	1.0940%	CD	30-Nov-20
First Midwest Bank	11-Mar-20	\$ 251,348.77	1.0940%	CD	30-Nov-20
	Sum	\$11,141,620.16			
Grand Total		\$ 11,141,620.16			



Calendar of Regular Board Meetings January through December 2021

January 27, 2021 at 11:00 a.m.

February 24, 2021 at 11:00 a.m.

March 24, 2021 at 11:00 a.m.

April 28, 2021 at 11:00 a.m.

May 26, 2021 at 11:00 a.m.

June 23, 2021 at 11:00 a.m.

August 25, 2021 at 11:00 a.m.

September 22, 2021 at 11:00 a.m.

October 27, 2021 at 11:00 a.m.

November 17, 2021 at 11:00 a.m.

December 15, 2021 at 11:00 a.m.

JPAC Theater

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION:	THAT THE BOARD APPROVE THE COLLEGE CALENDAR	FOR
ACADEMIC YEAR 202	1-2022 AS SUBMITTED	

RATIONALE:	[Required by	y Board Policy	y #3.9 of the	Board-Union	Agreement
------------	--------------	----------------	---------------	-------------	-----------

Having an approved master calendar for the College at this time will allow us to begin necessary institutional planning and scheduling of classes.

COST ANALYSIS: A

Approving the College Calendar for the next year, 2021-2022 allows the college adequate time for developing an advanced registration schedule.

ATTACHMENTS: Proposed College Calendar for 2021-2022



MORTON COLLEGE | 2021/22 Academic Calendar

AUGUST 2021									
Su	M	Т	W	Th	F	Sa			
1	2	3	4	5	6	7			
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30	31							

DECEMBER 2021									
Su	M	Т	W	Th	F	Sa			
			1	2	3	4			
5	6	7	8	9	10	11			
12	13	14	15	16	17	18			
19	20	21	22	23	24	25			
26	27	28	29	30	31				

APRIL 2022									
Su	M	Т	W	Th	F	Sa			
					1	2			
3	4	5	6	7	8	9			
10	11	12	13	14	15	16			
17	18	19	20	21	22	23			
24	25	26	27	28	29	30			

AUGUST 2022										
Su	M	Т	W	Th	F	Sa				
	1	2	3	4	5	6				
7	8	9	10	11	12	13				
14	15	16	17	18	19	20				
21	22	23	24	25	26	27				
28	29	30	31							

SEPTEMBER 2021							
Su	M	Т	W	Th	F	Sa	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

•	JANL	JARY	202	2	
M	Т	W	Th	F	Sa
					1
3	4	5	6	7	8
10	11	12	13	14	15
17	18	19	20	21	22
24	25	26	27	28	29
31					
	3 10 17 24	M T 3 4 10 11 17 18 24 25	M T W 3 4 5 10 11 12 17 18 19 24 25 26	M T W Th 3 4 5 6 10 11 12 13 17 18 19 20 24 25 26 27	JANUARY 2022 M T W Th F 3 4 5 6 7 10 11 12 13 14 17 18 19 20 21 24 25 26 27 28 31

MAY 2022							
Su	M	Т	W	Th	F	Sa	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

	С	СТО	BER	202	1	
Su	М	Т	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
		-DDI	IAD	/ 202	2	

FEBRUARY 2022						
Su	M	Т	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

		JUI	NE 20)22		
Su	M	Т	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	N	IOVE	MBE	R 20	21	
Su	M	Т	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

		MAI	RCH	2022		
Su	M	Т	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY 2022								
Su	M	Т	W	Th	F	Sa		
					1	2		
3	4	5	6	7	8	9		
10	11	12	13	14	15	16		
17	18	19	20	21	22	23		
24	25	26	27	28	29	30		
31								



MORTON COLLEGE | 2021/22 Academic Calendar

FALL 2021 SEMESTER

- Faculty Seminar Day, 8/19
- Semester Begins, 8/23
- Labor Day Recess (MC Closed), 9/4–9/6
- Columbus Day (MC Closed), 10/11
- Midterm Week, 10/17-10/23
- Veterans' Day (MC Closed), 11/11
- Thanksgiving Recess (MC Closed), 11/25–11/28
- Final Exam Week, 12/11–12/17
- Winter Recess Begins (No Classes), 12/18
- Final Grades Due (2 P.M.), 12/20

SPRING 2022 SEMESTER

- Faculty Seminar Day, 1/13
- Martin Luther King, Jr. Day (MC Closed), 1/17
- Semester Begins, 1/18 (Tuesday)
- Presidents' Day, 2/21 (MC Closed)
- Professional Development In-Service – 3/24
 No classes; college offices are open
- Pulaski Day (No Classes) 3/7
- Midterm Week, 3/13-3/19
- Spring Break (No classes), 3/20–3/26
- Spring Recess (MC Closed), 4/15-4/17
- Classes Resume, 4/18
- Final Exam Week, 5/13-5/19
- Commencement, 5/20
- Final Grades Due (2 P.M.), 5/23

SUMMER 2022 SESSIONS

- Memorial Day (MC Closed), 5/30
- 1st 5-Week Session, 5/31-6/30
- Final Grades Due (2 P.M.), 7/5
- 8-Week Session, 6/13-8/4
- Independence Day Weekend (MC Closed), 7/1-7/4
- Final Grades Due (2 P.M.), 8/8
- 2nd 5-Week Session, 7/5-8/4
- Final Grades Due (2 P.M.), 8/8

From: Keith McLaughlin

To: <u>Ana L Valdez</u>; <u>Board Materials</u>

Subject: Fwd: December Board Item - Curriculum Changes 12-1-2020

Date: Friday, December 4, 2020 12:59:37 PM

Attachments: PROPOSED ACTION Curriculum Changes 12-1-2020.docx

12-1-2020 - Disposition Sheet.pdf

I approve this for action at the December BOT Meeting.

Begin forwarded message:

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>

Date: December 4, 2020 at 12:43:05 PM CST

To: Keith McLaughlin < Keith.McLaughlin@morton.edu>

Cc: Board Materials <board.materials@morton.edu>, Ana L Valdez

<ana.valdez@morton.edu>

Subject: December Board Item - Curriculum Changes 12-1-2020

Hello Keith,

Attached are the curriculum changes that need approval for the December Board Meeting. Thank you.

Liliana Raygoza

Executive Assistant to the Associate Provost

P: (708) 656-8000, Ext. 2330 E: Liliana.Raygoza@morton.edu

www.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 CHANGES IN CURRICULUM AS SUBMITTED

RATIONALE: [Required by Board Policy 7.1 and Chapter 110, Act 805, Section 2-12 of the *Illinois Community College Act*]

As a result of curriculum review, we are recommending the withdraw of two courses, changes to the AAS-CAD degree, changes under the CIS program for the WDA degree and WMD certificate, and to add an addendum to the Curriculum by-laws. This recommendation is based upon input from faculty Dean of Adult and Career Technical Education, Dean of Arts & Sciences, Curriculum Committee, and the Provost.

COST ANALYSIS: N/A

ATTACHMENTS: Disposition Sheet – December 1, 2020

Item#	Agenda Item	No Action Necessary	Approved as Presented	Details or Approved w/Modification	Vetoed	Tabled	Effective Date
I. a)	BIO 106 - A&P for Allied Health Prof withdraw course		Х				Spring 21
b)	BIO 140 - Marine Ecology - withdraw course		х				Spring 21
III. a)	CAD - changes to AAS degree		Х				Fall 21
b)	CIS - changes to both WDA degree and WMD certificate		Х				Fall 21
VII. a)	Add addendum to Curriculum by-laws for the Adult Education curriculum.		Х	Addendum for Adult Education curriculum to be reviewed, for informational and approval from curriculum committee.			Spring 2021

From: <u>Mireya Perez</u>
To: <u>Stan Fields</u>

Cc: Maria Sanchez Anderson; Ana L Valdez

Subject: Board action - 2020 Final Tax Levy

Date: Monday, December 7, 2020 5:23:59 PM

Attachments: Final 2020 Tax Levy Morton College.xls

Final 2020 Cert of tax Levy.docx 2020 Levy Resolution.docx

Please include in agenda. I am still waiting to hear back from Jim and Courtney.

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

From: Mireya Perez

Sent: Friday, December 4, 2020 2:07 PM

To: James Vasselli <vasselli@dlglawgroup.com> **Cc:** 'Courtney Willits' <willits@dlglawgroup.com>

Subject: 2020 Final Tax Levy

Hello James,

Please review final tax levy. Let me know if any changes need to be made. I will be submitting for this month's board meeting.

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

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.

RESOLUTION AUTHORIZING THE 2020 TAX LEVY AND CERTIFYING COMPLIANCE WITH THE TRUTH IN TAXATION ACT

WHEREAS, the State of Illinois Public Community College Act, Chapter 110, Act 805, Section 3-20.5 requires that an annual levy be filed with the County Clerk by the last Tuesday in December; and

WHEREAS, State of Illinois Compiled Statutes, Chapter 35, Act 200, Section 18-55 through 18-95 of the Truth in Taxation Act, requires that the taxes to be levied be formally estimated prior to the adoption of its aggregate levy, which was done on November 18, 2020; and

WHEREAS, it is the intent of the Board of Trustees of Illinois Community College District No. 527 to levy an additional increase of 2.68% in 2020 of the levy extended for calendar year 2019.

NOW, THEREFORE, BE IT HEREBY RESOLVED AND CERTIFIED AS FOLLOWS:

1. That the Board of Trustees of Illinois Community College District No. 527 establishes levies for the following taxes for 2020:

\$7,450,000	for Educational Purposes
1,460,000	for Operations, Building and Maintenance
FF0 000	Purposes
556,000	for Insurance Purposes as follows: Tort Liability, Workers' Compensation,
	Occupational Diseases and Unemployment
229,000	for Social Security and Medicare Insurance Purposes
71,000	for Financial Audit Purposes
·	for Protection, Health and Safety Purposes
\$9,766,000	Total

The levy for Calendar Year 2020 will be allocated 50% for Fiscal Year 2021 and 50% for Fiscal Year 2022.

2. That the 2019 taxes levied for Illinois Community College District No. 527 were as follows:

\$7,250,000	for Educational Purposes
1,420,000	for Operations, Building and Maintenance
	Purposes
547,000	for Insurance Purposes as follows: Tort
	Liability, Workers' Compensation,
225,000	for Social Security and Medicare Insurance
69,000	for Financial Audit Purposes
	for Protection, Health and Safety Purposes
\$9,511,000	Total

3. That the proposed increase in the extended property tax levy for 2020, is estimated to be \$211,120 over the 2019 extended levy calculated as follows:

Proposed 2020 extended levy \$10,156,640 2019 extended levy \$9,891,440

Dollar increase \$ 265,200

4. That this Board authorizes the Secretary to file this Resolution and Certification and the attached 2020 Certificate of Tax Levy, with levy amounts specified, with the County Clerk as required by law.

Passed this 16th day of December, 2020

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

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

CERTIFICATE OF TAX LEVY 2020

Community College District	No. 527 County(ies) C	Cook	
Community College District	Name: Morton College	a	and State of Illinois
We hereby certify that we requ	ire:		
the sum of \$_7,450,000	_ to be levied as a tax for educa	ational purposes (110 ILCS 805/3-1), and	
the sum of \$_1,460,000	_ to be levied as a tax for opera	tions and maintenance purposes (110 ILCS 8	305/3-1), and
the sum of \$	to be levied as an additional to (110 ILCS 805/3-1), and	ax for educational and operations and mainte	nance purposes
the sum of \$556,000	_ to be levied as a special tax fo Employees Tort Immunity Ad	or purposes of the Local Government and Go ct (745 ICLS 10/9-107), and	vernmental
the sum of \$229,000	to be levied as a special tax for 5/21-110 and 5/21-110.1), and	or Social Security and Medicare insurance pu	urposes (40 ILCS
the sum of \$71,000	_ to be levied as a special tax fo	or financial audit purposes (50 ILCS 310/9), a	and
the sum of \$	to be levied as a special tax fo	or protection, health, and safety purposes (11)	0 ILCS 805/3-
the sum of \$	20.3.01), and to be levied as a special tax for the taxable property of our co	or (specify)ommunity college district for the year 20	purposes, on
Signed this 16 day of	December , 2020	Chairman of the Board of Said Comm District	Frances F Reitz unity College
		Secretary of the Board of Said Commu District	Jose Collazo unity College
county clerk in which any part issuance and levying a tax to part and interest set forth in the cert community college board shou Number of bond issues of said	of the community college district by them. The county clerk shall exified copy of the resolution. The lad not include in its annual tax led community college district while the filed with the county clerk or the clerk or the county clerk or the clerk or		providing for their and the tax for bonds levies, the
(D	ETACH AND RETURN TO CO	DMMUNITY COLLEGE DISTRICT)	
This is to certify that the Certif	icate of Tax Levy for Communit	y College District No County(ies) of
said community college distric	and State of I for the year 20 was filed, 20	llinois on the equalized assessed value of all in the office of the County Clerk of this county	taxable property of nty on
In addition to an extension of ta extension(s) will be made, as a	exes authorized by levies made buthorized by resolution(s) on file	by the board of said community college district in this office, to provide funds to retire bond on(s), for said purpose for the year 20	
Date		County Clerk and	County

Morton Community College Community College District 527 Final Tax Levy for 2020

	Levy	Final	Loss	Final	Increase	
Fund	Final 2019	2020 Levy	Amount	2020 Extended	(Decrease)	
Education	7,540,000	7,450,000	298,000	7,748,000	208,000	
O & M	1,476,800	1,460,000	58,400	1,518,400	41,600	
Social Security	234,000	229,000	9,160	238,160	4,160	
Audit	71,760	71,000	2,840	73,840	2,080	Proposed
Liability Insurance - Tort	568,880	556,000	22,240	578,240	9,360	Increase
Total	9,891,440	9,766,000	390,640	10,156,640	265,200	2.68%
Bonds	679,068	645,950	25,838	671,788	(7,280)	Proposed Increase with
Total Extended Levy with Bonds	10,570,508	10,411,950	416,478	10,828,428	257,920	Debt Service

2.44%

2019 Equalized Assessed Value (EAV)	1,640,547,923		1,689,764,361
2020 estimated EAV	1,689,764,361	3.00%	
County Final Tax Rate 2019		0.645	
2020 estimated tax rate		0.601	

Increase 257,920

2.44%



401 E. Capitol Avenue, Suite 200 * Springfield, Illinois 62701-1711 217-528-2858 (phone) * 217-528-8662 (fax) ICCTA@communitycolleges.org (e-mail) www.communitycolleges.org (web site)

DUES RENEWAL NOTICE 2nd Installment

Morton College Attn: Dr. Stan Fields 3801 South Central Avenue Cicero, IL 60804

	Invoice #	D	ate	Terms		
	7595	12/1	/2020	Due on receipt		
Description				Amount		
FY21 Illinois Community College Trustees As (ICCTA) - 2nd Half	ssociation Due	es		5,570.00		
Thank you for your continuing su	upport!		Tota	\$5,570.00		

Please make check payable to ICCTA and mail to address printed above. If you would like to set up Electronic Deposit, please contact Stephanie at sspann@communitycolleges.org.

Adjunct ECH Report Fall 2020

					Assignment		Assignment			
Faculty		Section			Paid	Credit	Instructiona		Section	Enrollmen
ID	Person Full Name	Name	Section Title	ECH	Amount	S	I Method	Start Date	End Date	t
0206560	Akpan, Anitha	NUR-108-E3	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB	########	########	7
0165928	Andujar, Rey	HUM-154-42	Latin American Culture	3	\$2,739.71	3	LEC	8/24/2020	########	14
0156009	Arias, Olga	ENG-102-6B	Rhetoric II	3	\$2,980.23	3	LEC	8/25/2020	########	14
0000799	Avalos-Thompson, Marler	CSS-100-4F	College Study Seminar	3	\$2,980.23	3	LEC	8/24/2020	########	24
0003075	Behling, William	BUS-111-1E	Introduction to Business	3	\$3,132.15	3	LEC	8/24/2020	########	27
0003075	Behling, William	BUS-111-3F	Introduction to Business	3	\$3,132.15	3	LEC	8/25/2020	########	13
0206663		NUR-108-A1	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-A2	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-A3	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-A4	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-A5	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-A5	Foundations of Nursing Prac II	3.00	\$2,733.30	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-B1	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-B2	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-B3	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-B4	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-B5	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-C1	Foundations of Nursing Prac II	0.75	\$683.33	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-C2	Foundations of Nursing Prac II	0.75	\$683.33	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-C3	Foundations of Nursing Prac II	0.75	\$683.33	5	CLN	########	########	
0206663	Bernardo, Reyan	NUR-108-C4	Foundations of Nursing Prac II	0.75	\$683.33	5	CLN	########	########	
0003079	Bland, Pamela	ECE-105-NR	Health & Nutrition for Child	3	\$3,210.42	3	LEC	8/24/2020	########	18
0003082	Bondlow, Fred	BUS-202-12	Intermediate Accounting I	3	\$3,132.15	3	LEC	########	########	10
0157079	Brasher, Stephen	ENG-101-8B	Rhetoric I	3	\$3,131.10	3	LEC	8/29/2020	########	24
0000915	Bulat, Cheryl	ECE-164-8B	Creative Curriculum for Inf/To	1	\$1,044.05	1	LEC	########	########	8
0191822	Buzruk, Anupama	BUS-101-32	Financial Accounting	3	\$2,847.24	3	LEC	8/25/2020	########	7
0003098	Campos, Veronica	CAD-100-8B	Autocad Fundamentals	3	\$3,018.18	3	LAB	8/29/2020	########	7
0003098	Campos, Veronica	CAD-100-8B	Autocad Fundamentals	2	\$2,012.12	3	LEC	8/29/2020	########	7
0184815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	2	\$1,822.20	9	LAB	8/25/2020	########	6
0184815	Chiappetta, Joseph	EMT-101-21	Emergency Medical Technician	6	\$5,466.60	9	LEC	8/25/2020	########	6
0003192	Cisneros, Sharon	BUS-111-NR	Introduction to Business	3	\$3,132.15	3	LEC	8/24/2020	########	20
0007800	Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	3	\$3,132.15	3	LEC	8/24/2020	########	15
0007800	Corral, Iris	ECE-210-NR	Early Childhood Administration	3	\$3,132.15	3	LEC	8/24/2020	########	19
0003191	Corte, Anthony	CIS-102-1E	Career Essentials for CIS	3	\$3,132.15	3	LEC	8/25/2020	########	14
0003191	Corte, Anthony	CIS-102-NR	Career Essentials for CIS	3	\$3,132.15	3	LEC	8/24/2020		14
0003191	Corte, Anthony	CPS-111-NR2	Business Computer Systems	2	\$2,088.10	3	LEC		########	23
0003191	Corte, Anthony	CPS-111-NR2	Business Computer Systems	3	\$3,132.15	3	LAB	9/21/2020	########	23
0199979	Creighton, Shana	NUR-107-B3	Foundations of Nursing Prac I	3	\$2,733.30	3	LAB		########	8
0199979	Creighton, Shana	NUR-108-C1	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB		########	7
0200487	DeLoera, Lacey		Foundations of Nursing Prac I	3	\$2,733.30	3	LAB	8/27/2020	########	8
0200487	DeLoera, Lacey		Foundations of Nursing Prac I	3	\$2,733.30	3	LAB	8/26/2020		8

0200487	DeLoera, Lacey	NUR-108-D3	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB		########	8
0200487	DeLoera, Lacey	NUR-108-B3	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB			8
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	2	\$1,822.20	9	LAB	8/25/2020	########	10
0182919	Denson, Ryan	EMT-101-11	Emergency Medical Technician	6	\$5,466.60	9	LEC	8/25/2020	########	10
0160009	Dillinger, Benjamin	MUS-106-1F	Trends Modern American Music	3	\$2,847.24	3	LEC	8/24/2020	#######	16
0160009	Dillinger, Benjamin	MUS-108-2E	World Music Survey	3	\$2,847.24	3	LEC	8/25/2020	########	20
0003185	Drew, John	CPS-111-H5	Business Computer System	2	\$2,088.10	3	LEC	9/10/2020	########	8
0003185	Drew, John	CPS-111-H5	Business Computer System	3	\$3,132.15	3	LAB	9/10/2020	########	8
0003185	Drew, John	CPS-111-EC	Business Computer Systems	0	\$0.00	3	X-listed	8/29/2020	########	10
0003185	Drew, John	CPS-111-NR3	Business Computer System	2	\$2,088.10	3	LEC	########	########	22
0003185	Drew, John	CPS-111-NR3	Business Computer Systems	3	\$3,132.15	3	LAB	########	#######	22
0003183	Dukes, Jackie	LAW-102-1C	Intro to Criminology	3	\$3,132.15	3	LEC	8/25/2020	#######	19
0003183	Dukes, Jackie	LAW-208-1C	Police Organization and Admin	3	\$3,132.15	3	LEC	8/25/2020	#######	12
0003181	Dutt, Eric	ENG-102-8B	Rhetoric II	3	\$3,132.15	3	LEC	8/29/2020	########	8
203102	Erickson, Christian	SOC-100-2D	Intro to Sociology	3	\$2,871.66	3	LEC	8/24/2020	########	18
203102	Erickson, Christian	SOC-100-6E	Intro to Sociology	3	\$2,871.66	3	LEC	8/25/2020	########	20
203102	Erickson, Christian	SOC-100-92	Intro to Sociology	3	\$2,871.66	3	LEC	9/9/2020	########	35
0003179	Eshafi, Nouri	ECE-202-11	Math for Early Childhood	3	\$3,210.42	3	LEC	8/26/2020	########	13
0003210	Farina, Peter	BIO-203-1E	Anatomy & Physiology I	3	\$3,132.15	4	LEC	8/24/2020	########	20
003210	Farina, Peter	BIO-203-NR	Anatomy & Physiology I	3	\$3,132.15	4	LEC	8/31/2020	########	8
024667	Festa, John	BUS-230-1E	Business Law and Contracts	3	\$2,991.42	3	LEC	8/24/2020	########	6
162452	Foltz, Chris	FIR-100-11	Principles of Emergency Servic	3	\$2,980.23	3	LEC	8/24/2020	########	7
162452	Foltz, Chris	FIR-120-11	Hazardous Materials	3	\$2,980.23	3	LEC	8/25/2020	########	10
162452	Foltz, Chris		Fire Adm		\$2,980.23			9/1/2020	########	
160558	Fortier Jr, George	ATM-102-1C	Fuel Sys and Emission Controls	3	\$2,866.26	3	LAB	8/24/2020	########	8
160558	Fortier Jr, George	ATM-102-1C	Fuel Sys and Emission Controls	2	\$1,910.84	3	LEC	8/24/2020	########	8
160558	Fortier Jr, George	ATM-206-1G	Steering and Suspension	3	\$2,866.26	3	LAB	8/24/2020	########	7
160558	Fortier Jr, George	ATM-206-1G	Steering and Suspension	2	\$1,910.84	3	LEC	8/24/2020	########	7
040272	Gilmartin, Beth	PHT-113-H1	Introduction to Disease	2	\$1,898.15	2	LEC	8/25/2020	########	24
0040272	Gilmartin, Beth	PHT-218-H1	Cardio Pulmon & Integmnt Mgt	0.3	\$313.20	2	LEC	8/25/2020	########	9
0040272	Gilmartin, Beth	PHT-218-H1	Cardio Pulmon & Integmnt Mgt	2	\$1,898.16	2	LAB	8/25/2020	#######	9
040272	Gilmartin, Beth	PHT-218-H2	Cardio Pulmon & Integmnt Mgt	0.3	\$313.20	2	LEC	8/25/2020	########	9
040272	Gilmartin, Beth	PHT-218-H2	Cardio Pulmon & Integmnt Mgt	2	\$1,898.16	2	LAB	8/25/2020	########	9
040272	Gilmartin, Beth	PHT-218-H3	Cardio Pulmon & Integmnt Mgt	0.3	\$322.69	2	LEC	8/25/2020	########	9
040272	Gilmartin, Beth	PHT-218-H3	Cardio Pulmon & Integmnt Mgt	2	\$1,898.16	2	LAB	8/25/2020	########	9
156018	Glover, Brian	CAD-141-15	Autocad Productivity Essentia	3	\$2,866.26	3	LAB	8/25/2020	########	6
156018	Glover, Brian	CAD-141-15	Autocad Productivity Essentia	2	\$1,910.84	3	LEC		########	6
200291	Gonzalez, Susana	NUR-110-B1	Clinical Judgement in Nursing	2	\$1,822.20	2	LEC		########	37
190271	Guansing, Melania	NUR-107-B1	Foundations of Nursing Prac I	3	\$2,847.24	3	LAB		########	8
190271	Guansing, Melania	NUR-108-D2	Foundations of Nursing Prac II	1.5	\$1,423.62	5	LAB		########	7
0190271	Guansing, Melania	NUR-108-E3	Foundations of Nursing Prac II	0.8	\$711.81	5	CLN		########	
0190271	Guansing, Melania	NUR-108-E4	Foundations of Nursing Prac II	0.8	\$711.81	5	CLN		########	
0003110	Halm, James		Intro to Sociology	3	\$3,290.70	3	LEC		########	32
000110	riairi, Janies	300-100-30	intro to boolology	J	ψυ,Ζυυ.70	J	LLU	0/27/2020	пипппппп	52

0003110	Halm, James	SOC-100-4J	Intro to Sociology	3	\$3,290.70	3	LEC	8/24/2020	#######	13
0003110	Halm, James	SOC-102-1H	Social Problems	3	\$3,290.70	3	LEC	8/25/2020	#######	14
0177808	Harmon, Loretta	NUR-206-C5	Medical-Surgical Nursing	9	\$8,541.72	10	CLN	8/26/2020	########	6
0177808	Harmon, Loretta	NUR-107-B2	Foundations of Nursing Prac I	3	\$2,847.24	3	LAB	8/25/2020	#######	9
0177808	Harmon, Loretta	NUR-108-C1	Foundations of Nursing Prac I	3	\$2,847.24	5	CLN	########	#######	8
193606	Hernandez, Francisco	NUR-110-F1	Clinical Judgement in Nursing	2	\$1,898.16	2	LEC	8/28/2020	#######	24
0193606	Hernandez, Francisco	NUR-206-A5	Medical-Surgical Nursing	9	\$8,541.72	10	CLN	8/24/2020	#######	4
0193606	Hernandez, Francisco	NUR-108-D2	Foundations of Nursing Prac II	1.5	\$1,423.62	5	LAB	########	#######	7
200722	Jordan, Martinique	NUR-105-A1	Basic Nursing Assistant Traini	2.9	\$2,566.97	7	CLN	11/5/2020	#######	14
106675	Khalifeh, Khalaf	BIO-102-1C	Introduction to Biology	3	\$2,847.24	4	LAB	8/24/2020	#######	20
106675	Khalifeh, Khalaf	BIO-102-2C	Introduction to Biology	3	\$2,847.24	4	LAB	8/25/2020	12/9/2020	20
106675	Khalifeh, Khalaf	BIO-152-2H	Anatomy & Physiology (therapie	4	\$3,796.32	5	LEC	8/24/2020	#######	10
200721	Kilheeney, Heather	CHM-100-2C	Fundamentals of Chemistry	3	\$2,733.30	4	LAB	8/24/2020	#######	24
200721	Kilheeney, Heather	CHM-100-2C	Fundamentals of Chemistry	3	\$2,733.30	4	LEC	8/24/2020	12/9/2020	24
205909	Khan, Asma	NUR-108-B1	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	########	9
036968	Kubelka, Jennifer	NUR-108-A5	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB	########	########	7
036968	Kubelka, Jennifer	NUR-108-B5	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	########	7
0003171	Lasorella, Dalania	CPS-111-H6	Business Computer Systems	5	\$5,350.70	3	LEC/LAB	########	########	14
003176	Leven, Robert	BIO-204-2F	Anatomy & Physiology II	3	\$3,290.70	4	LEC	8/24/2020	########	20
003139	Loomis, Tisha	ENG-101-T2	Rhetoric I	3	\$2,733.30	3	LEC	9/3/2020	########	24
002926	Lopez, Beda	HCP-130-3F	Medical Terminology	3	\$2,866.26	3	LEC	8/28/2020	########	14
002037	LoPresti, Joseph	ART-103-2L	Drawing I	6	\$6,581.40	3	LAB	9/1/2020	########	10
002037	LoPresti, Joseph	ART-120-3F	Art Appreciation	3	\$3,290.70	3	LEC	8/24/2020	########	20
027824	Lorgus, Richard	BUS-106-1C	Principles of Finance	3	\$2,980.23	3	LEC	8/25/2020	########	18
027824	Lorgus, Richard	BUS-106-22	Principles of Finance	3	\$2,980.23	3	LEC	8/24/2020	########	13
0003100	Lyons, Kenneth	LAW-101-1D	Intro to Law Enforcement	3	\$3,132.15	3	LEC	8/24/2020	########	22
0003100	Lyons, Kenneth	LAW-105-11	Administration of Justice	3	\$3,132.15	3	LEC	8/24/2020	########	13
0003100	Lyons, Kenneth	LAW-201-1C	Police Ops and Procedures II	3	\$3,132.15	3	LEC	8/25/2020	########	14
173996	Mallett, Klaudia	PSY-101-M2	Intro to Psychology	3	\$2,980.23	3	LEC	8/26/2020	########	12
173996	Mallett, Klaudia	PSY-215-42	Life Span: Survey of Human Dev	3	\$2,980.23	3	LEC	8/27/2020	########	10
173996	Mallett, Klaudia	PSY-101-OE	Intro to Psychology	1	\$993.41	3	LEC	########	########	34
173996	Mallett, Klaudia	PSY-215-2F	Life Span: Survey of Human Dev	1	\$993.41	3	LEC	########	########	25
037631	Marquez, Carlos	CAD-127-1L	Solid Works Essentials	3	\$2,733.30	3	LAB	8/25/2020	########	7
037631	Marquez, Carlos	CAD-127-1L	Solid Works Essentials	2	\$1,822.20	3	LEC	8/25/2020	########	7
167581	Martinez Jr, Salvador	ENG-086-1B	Reading & Writing III	3	\$2,980.23	3	LEC	8/24/2020	########	9
167581	Martinez Jr, Salvador	ENG-086-2C	Reading & Writing III	3	\$2,980.23	3	LEC	8/24/2020	########	11
003106	Matthews, Kay	ECE-100-2E	Early Child Growth & Developme	3	\$3,132.15	3	LEC	8/24/2020	########	10
003106	Matthews, Kay	ECE-207-1J	Creative Expression of Childre	3	\$3,132.15	3	LEC		#######	12
164639	Mazza, Anne	NUR-107-F3	Foundations of Nursing Prac I	3	\$2,847.24	5	LAB		########	8
206661	McCracken, William	NUR-108-C4	Foundations of Nursing Prac II	3	\$2,871.66	5	CLN		########	7
206661	McCracken, William	NUR-108-D1	Foundations of Nursing Prac II	0.75	\$717.92	5	CLN		#######	8
206661	McCracken, William		Foundations of Nursing Prac II	3	\$2,871.66	5	CLN		########	7
206661	McCracken, William		Foundations of Nursing Prac II	0.75	\$717.92	5	CLN	########		7

0206661	McCracken, William	NUR-108-D3	Foundations of Nursing Prac II	0.75	\$717.92	5	CLN	########	########	7
0206661	McCracken, William	NUR-108-D4	Foundations of Nursing Prac II	0.75	\$717.92	5	CLN	########	########	8
0206661	McCracken, William	NUR-108-D4	Foundations of Nursing Prac II	3	\$2,871.66	5	CLN	########	########	8
0206661	McCracken, William	NUR-108-E4	Foundations of Nursing Prac II	1.50	\$1,435.83	5	CLN	########	########	8
0016851	Medina, Gabriel	CAD-137-8B	Revit MEP Fundamentals	3	\$2,733.30	3	LAB	8/29/2020	########	10
0016851	Medina, Gabriel	CAD-137-8B	Revit MEP Fundamentals	2	\$1,822.20	3	LEC	8/29/2020	########	10
0002885	Miculinic, Bonnie	HUM-154-1G	Latin American Culture	3	\$3,210.42	3	LEC	8/24/2020	########	12
0170780	Miranda, Ashley	ENG-101-JB	Rhetoric I	3	\$3,131.10	3	LEC	8/25/2020	########	24
0203106	Miroballi, Nicole	NUR-107-B5	Foundations of Nursing Prac I	3	\$2,733.30	3	LAB	8/25/2020	########	8
0203106	Miroballi, Nicole	NUR-108-B5	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB	########	########	8
0062924	Montiel, Octavio	MUS-130-1R	Private Applied Piano Music Ma	0	\$0.00	2	LEC	8/28/2020	########	2
0062924	Montiel, Octavio	MUS-131-1R	Private Applied Piano Non-Majo	0	\$0.00	1	LEC	8/28/2020	########	1
0155712	Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	3	\$3,131.10	3	LEC	8/24/2020	########	12
0155712	Moreno, Benjamin	LAW-104-1E	Police Ops and Procedures I	3	\$3,131.10	3	LEC	8/25/2020	########	9
0076708	Moreno, Berta	BUS-111-22	Introduction to Business	3	\$2,847.24	3	LEC	8/24/2020	########	8
0076708	Moreno, Berta	BUS-242-22	Business Communications	3	\$2,847.24	3	LEC	8/27/2020	########	7
0076708	Moreno, Berta	OMT-242-22	Business Communications	0	\$0.00	3	LEC	8/27/2020	########	2
0002935	Murphy, Martha	BUS-130-NR	Quickbooks	2	\$1,986.82	2	LEC		12/7/2020	9
0081992	O'Halloran, Denis	FIR-180-11	Fire Investigation I	3	\$2,847.24	3	LEC	8/26/2020	########	9
0199354	Perez, Gabriela	NUR-108-A2	Foundations of Nursing Prac II	3	\$2,733.30	5	LAB	########	########	7
0003160	Perusich, James	ENG-086-72	Reading & Writing III	3	\$3,132.15	3	LEC	8/25/2020	########	10
0206876	Pierre-Louis, Myrlande	NUR-108-D1	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	########	8
0048906	Ramirez, Patricia	NUR-108-B2	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	########	8
0048906	Ramirez, Patricia	NUR-108-C3	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	########	8
0048906	Ramirez, Patricia	NUR-108-D3	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN			8
0003172	Ritz, Jim	LAW-206-11	Criminal Investigations	3	\$3,132.15	3	LEC	8/26/2020	########	10
0003172	Ritz, Jim	LAW-210-1B	Cold Case Investigation	3	\$3,132.15	3	LEC	8/26/2020	########	10
0196244	Rosson, Raiford	NUR-206-B5	Medical-Surgical Nursing	9	\$8,541.72	10	CLN	8/29/2020	########	6
0000797	Ruiz, Ruben	OMT-206-H1	Presentation Software Fundamen	1	\$1,044.05	1	LEC	9/1/2020	########	10
0000797	Ruiz, Ruben	OMT-207-NR	Presentation Software Advanced	2	\$2,088.10	2	LEC	########	########	6
0000797	Ruiz, Ruben	OMT-210-11	Word Processing Fundamentals	1	\$1,044.05	1	LEC	9/1/2020	########	11
0000797	Ruiz, Ruben	OMT-211-NR	Word Processing Software Adv	2	\$2,088.10	2	LEC	########	########	8
0005990	Salgado, Daniel	PHT-105-H1	Therapeutic Modalities I	0.2	\$175.50	1	LEC	########	########	7
0005990	Salgado, Daniel	PHT-105-H1	Therapeutic Modalities I	1	\$1,096.90	1	LAB	########	########	7
0005990	Salgado, Daniel	PHT-105-H2	Therapeutic Modalities I	0.2	\$186.47	1	LEC			8
0005990	Salgado, Daniel	PHT-105-H2	Therapeutic Modalities I	1	\$1,096.90	1	LAB	########	########	8
0005990	Salgado, Daniel	PHT-105-H3	Therapeutic Modalities I	0.2	\$186.47	1	LEC	########	########	8
0005990	Salgado, Daniel	PHT-105-H3	Therapeutic Modalities I	1	\$1,096.90	1	LAB			8
0078057	Sandoval, Ariana	NUR-108-E1	Foundations of Nursing Prac II	0.8	\$683.33	5	CLN		########	8
0078057	Sandoval, Ariana	NUR-108-E2	Foundations of Nursing Prac II	0.8	\$683.33	5	CLN	11/1/2020	#######	7
0078057	Sandoval, Ariana	NUR-108-E3	Foundations of Nursing Prac II	0.8	\$683.33	5	CLN	11/1/2020	#######	7
0078057	Sandoval, Ariana	NUR-108-E4	Foundations of Nursing Prac II	3.8	\$3,416.63	5	CLN	11/1/2020	#######	8
0003149	Sassetti, James	LAW-104-21	Police Ops and Procedures I	3	\$3,132.15	3	LEC	8/27/2020		10

0003149	Sassetti, James	LAW-210-21	Cold Case Investigation	3	\$3,132.15	3	LEC	8/24/2020	#######	10
0192448	Schmidt, Michael	ENG-088-4G	Basic Composition	3	\$3,018.18	3	LEC	8/24/2020	#######	14
0192448	Schmidt, Michael	ENG-102-1B	Rhetoric II	3	\$3,018.18	3	LEC	8/24/2020	#######	10
0192448	Schmidt, Michael	ENG-102-5H	Rhetoric II	3	\$3,018.18	3	LEC	8/24/2020	#######	13
0160546	Schrey, Courtney	CHM-100-4C	Fundamentals of Chemistry	3	\$2,980.23	4	LAB	8/25/2020	#######	16
0160546	Schrey, Courtney	CHM-100-4C	Fundamentals of Chemistry	3	\$2,980.23	4	LEC	8/25/2020	#######	16
0189751	Selvaggio, Nicole	ENG-086-5C	Reading & Writing III	3	\$2,847.24	3	LEC	8/25/2020	#######	10
0189751	Selvaggio, Nicole	ENG-101-SB	Rhetoric I	3	\$2,847.24	3	LEC	9/8/2020	#######	16
0194372	Skov, Erik	MUS-135-1R	Private Applied Guitar Music M	0	\$0.00	1	LEC	8/28/2020	#######	1
0194372	Skov, Erik	MUS-164-1R	Private Applied Guitar Music M	0	\$0.00	2	LEC	8/28/2020	#######	1
0194372	Skov, Erik	MUS-234-1R	Private Applied Guitar Music M	0	\$0.00	2	LEC	8/28/2020	########	2
0003165	Smith-Irowa, Pamela	ENG-101-1B	Rhetoric I	3	\$3,290.70	3	LEC	8/24/2020	########	24
0003165	Smith-Irowa, Pamela	ENG-101-VB	Rhetoric I	3	\$3,290.70	3	LEC	9/8/2020	########	15
0003170	Smith, Duane	ATM-101-1C	Automotive Engine Repair	6	\$6,036.36	5	LAB	8/25/2020	########	8
0003170	Smith, Duane	ATM-101-1C	Automotive Engine Repair	3	\$3,018.18	5	LEC	8/25/2020	########	8
0003170	Smith, Duane	ATM-201-11	Manual Trans and Transaxles	3	\$3,018.18	3	LAB	8/26/2020	########	7
0003170	Smith, Duane	ATM-201-11	Manual Trans and Transaxles	2	\$2,012.12	3	LEC	8/26/2020	########	7
0181260	Smith, Jeanine	HCP-130-13	Medical Terminology	3	\$2,980.23	3	LEC	8/25/2020	########	8
0205629	Sosa, Michelle	PHT-219-H1	Special Pops: Peds & Geriatric	1.2	\$1,012.82	2	LEC/LAB	11/2/2020	#######	9
0205629	Sosa, Michelle	PHT-219-H2	Special Pops: Peds & Geriatric	1.2	\$1,012.82	2	LEC/LAB	11/2/2020	#######	9
0205629	Sosa, Michelle	PHT-219-H3	Special Pops: Peds & Geriatric	1.2	\$1,030.28	2	LEC/LAB	11/2/2020	########	8
0184165	Stefanski, Eric	HUM-150-42	Humanities Through the Arts	1.2	\$2,847.24	3	LEC	8/27/2020	#######	11
0003141	Stevens, Jane	ART-115-8B	Photography I	6	\$6,264.30	3	LAB	8/29/2020	#######	10
0003141	Stevens, Jane	ART-116-8B	Photography II	0	\$0.00	3	X-listed	8/29/2020	#######	1
0190101	Sulack, Alexandra	MUS-233-1R	Priv. Applied Voice Music No-M	0	\$0.00	1	LEC	8/28/2020	#######	1
0189488	Swint, Ashley	BUS-107-1C	Principles of Marketing	3	\$2,847.24	3	LEC	8/24/2020	#######	7
0189488	Swint, Ashley	BUS-107-NR	Principles of Marketing	3	\$2,847.24	3	LEC	8/24/2020	#######	12
0159232	Thelemaque, Cristina	BIO-152-1C	Anatomy & Physiology (therapie	4	\$4,174.80	5	LEC	8/24/2020	#######	11
0159232	Thelemaque, Cristina	PEH-101-1C	Personal & Community Health	2	\$2,087.40	2	LEC	8/24/2020	#######	13
0005802	Thompson, Juhelia	PSY-101-NR	Intro to Psychology	3	\$2,733.30	3	LEC	9/14/2020	#######	35
0160493	Traver, David	PHI-125-3C	Wrld Religions in Global Conte	3	\$2,980.23	3	LEC	8/25/2020	#######	9
0002931	Turner, Jocelyn		Basic Composition	3	\$3,132.15	3	LEC	8/24/2020	#######	9
0002931	Turner, Jocelyn	ENG-101-CR6		3	\$3,132.15	3	LEC	8/24/2020	#######	13
0003107	Vacek, Sarah	ECE-100-11	Early Child Growth & Developme	3	\$3,132.15	3	LEC	8/24/2020	#######	8
0003107	Vacek, Sarah	ECE-160-1J	Curriculum Planning for Childr	3	\$3,132.15	3	LEC	8/25/2020	########	7
0003107	Vacek, Sarah	ECE-200-11	Play & Guidance of Children	3	\$3,132.15	3	LEC	8/25/2020	#######	10
0110171	Vasquez, Rose	NUR-108-A1	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	7
0110171	Vasquez, Rose	NUR-108-A2	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	7
0110171	Vasquez, Rose	NUR-108-A3	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	7
0110171	Vasquez, Rose	NUR-108-A4	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	6
0110171	Vasquez, Rose	NUR-108-A5	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	5
0110171	Vasquez, Rose	NUR-108-B1	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	7
0110171	Vasquez, Rose		Foundations of Nursing Prac II	0.60	\$546.66	5	CLN		########	8

0110171	Vasquez, Rose	NUR-108-B3	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	7
0110171	Vasquez, Rose	NUR-108-B4	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	########	8
0110171	Vasquez, Rose	NUR-108-B5	Foundations of Nursing Prac II	0.60	\$546.66	5	CLN	########	#######	7
0152888	Voight, William	LAW-102-21	Intro to Criminology	3	\$2,980.23	3	LEC	8/25/2020	#######	9
0152888	Voight, William	LAW-203-21	Law Enforcement & Comm Relatio	3	\$2,980.23	3	LEC	8/26/2020	#######	11
0162450	Wasilewski, Adam	CHM-100-8B	Fundamentals of Chemistry	3	\$2,773.30	4	LAB	8/29/2020	#######	16
0162450	Wasilewski, Adam	CHM-100-8B	Fundamentals of Chemistry	3	\$2,773.30	4	LEC	8/29/2020	#######	16
0205629	Wente, Karla	PHT-219-H1	Special Pops: Peds & Geriatric	0.2	\$153.16	2	LEC	8/26/2020	#######	9
0205629	Wente, Karla	PHT-219-H1	Special Pops: Peds & Geriatric	1	\$957.22	2	LAB	8/26/2020	#######	9
0205629	Wente, Karla	PHT-219-H2	Special Pops: Peds & Geriatric	0.2	\$162.73	2	LEC	8/26/2020	#######	9
0205629	Wente, Karla	PHT-219-H2	Special Pops: Peds & Geriatric	1	\$957.22	2	LAB	8/26/2020	#######	9
0205629	Wente, Karla	PHT-219-H3	Special Pops: Peds & Geriatric	0.2	\$162.73	2	LEC	8/26/2020	#######	8
0205629	Wente, Karla	PHT-219-H3	Special Pops: Peds & Geriatric	1	\$957.22	2	LAB	8/26/2020	#######	8
0163956	Wiehle, Michael	BUS-230-NR	Business Law and Contracts	3	\$2,980.23	3	LEC	8/24/2020	#######	9
0160501	Willit, James	CHM-100-31	Fundamentals of Chemistry	3	\$2,980.23	4	LAB	8/24/2020	#######	9
0160501	Willit, James	CHM-100-31	Fundamentals of Chemistry	3	\$2,980.23	4	LEC	8/26/2020	12/9/2020	9
0190102	Windham, Brandie	MAT-097-NR1	Intermediate Algebra Support	3	\$2,745.00	3	LEC	9/21/2020	#######	9
0190102	Windham, Brandie	MAT-105-NR1	College Algebra	4	\$3,660.00	4	LEC	9/21/2020	#######	18
0206662	Yeager, Charleen	NUR-108-E2	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	#######	7
0206662	Yeager, Charleen	NUR-108-E3	Foundations of Nursing Prac II	3	\$2,733.30	5	CLN	########	#######	7
0003086	Zick, Jennifer	ECE-101-NR	Observ & Assessment / Children	3	\$3,132.15	3	LEC	8/24/2020	#######	15
0003086	Zick, Jennifer	ECE-115-NR	Family, School & Community	3	\$3,132.15	3	LEC	8/24/2020	#######	10
					\$550,339.19					

From: Keith McLaughlin

To: <u>Ana L Valdez</u>; <u>Board Materials</u>

Subject: FW: December Board Item - Addendum Overload Report - FA2020

Date: Friday, December 4, 2020 9:47:02 AM

Attachments: PROPOSED ACTION ADDENDUM OVERLOAD FA2020.docx

Addendum Overload FA2020.pdf

I approve this for action at the December BOT Meeting.

Keith D. McLaughlin, Ph.D.
Provost
Morton College
3801 South Central Avenue
Cicero, Illinois 60804-4398
708-656-8000, ext. 2277
keith.mclaughlin@morton.edu

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>

Sent: Thursday, December 3, 2020 4:14 PM

To: Keith McLaughlin < Keith. McLaughlin@morton.edu>

Cc: Board Materials <board.materials@morton.edu>; Ana L Valdez <ana.valdez@morton.edu>;

Derek C Shouba <derek.shouba@morton.edu>

Subject: December Board Item - Addendum Overload Report - FA2020

Keith.

Attached is the Fall 2020 Addendum Full-Time Faculty Overload that need your approval for the December Board Meeting.

Thank you,

Liliana Raygoza

Executive Assistant – Associate Provost Morton College 708.656.8000 Ext. 2330

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 BOAD ACTION

PROPOSED ACTION: Approval of the Addendum-Faculty Overload Report for Fall 2020 Semester in the amount of \$324,734.30 as submitted, pending additional class cancellations and/or additions.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the Illinois Compiled Statutes]

Includes full-time faculty – additional assignments and special projects, per section 9.14 Released Time and section 9.17.1 Department Chairs and Program Chairs.

COST ANALYSIS: \$299,483.30 Overload Classes Approved at the September Board Meeting,

w/ retro pay

\$25,251.00 Overload adjustment w/ new rate \$324,734.30 Total Overload Fall 2020

ATTACHMENTS: Addendum Faculty Overload Employment Report – Fall 2020

Faculty		Section		Assignment Instructional			Assignment		Section	Section
ID	Person Full Name	Name	Section Title	Method	ECH	Overload	Paid Amount	Credits	Start Date	End Date
0000770	Abrahamson, Maura	CSS-100-NR	College Study Seminar	LEC		3	\$3,135.00	3	9/1/2020	1/15/2021
0000770	Abrahamson, Maura	PHI-125-NR	Wrld Religions in Global Conte	LEC		3	\$3,135.00	3	9/1/2020	1/15/2021
					0	6	\$6,270.00			
0192221	Andrade, Jorge	BIO-212-H2	Microbiology	LAB		3	\$2,745.00	4	9/1/2020	1/15/2021
					0	3	\$2,745.00			
0200290	Ashraf, Asiyya	BIO-212-H2	Microbiology	LEC		3	\$2,745.00	4	9/1/2020	1/15/2021
0200290	Ashraf, Asiyya		Special Project - BIO lab Instructor	OVL		3	\$2,745.00		9/1/2020	1/15/2021
					0	6	\$5,490.00			
0043535	Avila, Malisa	NUR-108-E1	Foundations of Nursing Prac II	LEC		0.62	\$595.20	5	10/26/2020	12/16/2020
0043535	Avila, Malisa	NUR-108-E2	Foundations of Nursing Prac II	LEC		0.62	\$595.20	5	10/26/2020	12/16/2020
0043535	Avila, Malisa	NUR-108-E3	Foundations of Nursing Prac II	LEC		0.63	\$604.80	5	10/26/2020	12/16/2020
0043535	Avila, Malisa	NUR-108-E4	Foundations of Nursing Prac II	LEC		0.63	\$604.80	5	10/26/2020	12/16/2020
0043535	Avila, Malisa	NUR-206-B4	Medical-Surgical Nursing	CLN	4.50	4.50	\$4,320.00	10	9/1/2020	12/18/2020
					4.5	7	\$6,720.00			
0197414	Balek, Ludwig	CIS-181-1L	Computer Diagnosis & Svc II	LAB		3	\$2,745.00	3	10/19/2020	12/16/2020
0197414	Balek, Ludwig	CIS-161-1L	Intro to Operating Systems	LEC		3	\$2,745.00	3	9/1/2020	12/17/2020
					0	6	\$5,490.00			
0000845	Bluemer, Judy	BIO-110-H1	Biology: a Cellular Approach	LEC	3	1	\$1,000.00	5	9/1/2020	12/17/2020
					3	1	\$1,000.00			
0166671	Bonick, Cara	PHT-114-H3	Fundamentals of Kinesiology I	LEC		1.00	\$915.00	4	9/1/2020	12/14/2020
0166671	Bonick, Cara	PHT-114-H3	Fundamentals of Kinesiology I	LAB		2.00	\$1,830.00	4	9/1/2020	12/14/2020
					0	3	\$2,745.00			
0200240	Cardona, Alicia	NUR-206-C1	Medical-Surgical Nursing	CLN	8	1	\$960.00	10	9/1/2020	12/18/2020
0200240	Cardona, Alicia	NUR-206-C2	Medical-Surgical Nursing	CLN		9	\$8,640.00	10	9/1/2020	12/18/2020
					8	10	\$9,600.00			
0200455	Caruso, Lauren	NUR-206-A4	Medical-Surgical Nursing	CLN	2.00	7	\$6,720.00	10	9/1/2020	12/18/2020
0200455	Caruso, Lauren		Special Project - Lead			3	\$2,880.00		9/1/2020	12/18/2020
					2	10	\$9,600.00			
0000924	Casey, Craig	PHY-105-1B	Physics I	LEC		4	\$4,000.00	5	9/1/2020	12/17/2020
					0	4	\$4,000.00			
0000829	Casey, Robert	MAT-110-1E	College Trig	LEC	1	2	\$2,000.00	3	9/1/2020	12/17/2020
					1	2	\$2,000.00			
0000794	Crockett, Janet	CHM-205-1C	Organic Chemistry I	LAB	5	1	\$1,000.00	5	9/1/2020	12/17/2020

					5	1	\$1,000.00			
0202678	Dharwadkar, Mihir	MAT-096-CR2	General Education Math Support	LEC		2	\$1,830.00	2	9/1/2020	12/17/2020
0202678	Dharwadkar, Mihir		Intermediate Algebra Support	LEC		3	\$2,745.00	3	9/1/2020	12/18/2020
0202010	Briai Waditar, Iviiriii	WITCH OUT THIC	momodato / ngobia capport	LLO	0	5	\$4,575.00		3/1/2020	12/10/2020
0000917	Dominguez, Carlos	MAT-224-NR	Calculus for Business & Soc Sc	LEC		4	\$4,000.00	4	9/1/2020	1/15/2021
	_ comigue_, comec				0	4	\$4,000.00		0	
0195025	Edgar, Jason	SPE-101-OE	Principles of Public Speaking	LEC		3	\$2,880.00	3	9/1/2020	12/17/2020
0195025	Edgar, Jason	SPE-101-NR	Principles of Public Speaking	LEC		3	\$2,880.00	3	9/7/2020	12/18/2020
					0	6	\$5,760.00			
0000828	Fabiyi, Edith	OMT-140-H1	Office Orientation	LEC	2	1	\$1,000.00	3	10/24/2020	12/12/2020
					2	1	\$1,000.00			
0000805	Flasza, Jamie	PEH-103-3E	Nutrition	LEC	1	1	\$960.00	2	9/1/2020	12/17/2020
					1	1	\$960.00			
0205730	Garbe, Christine	NUR-108-A1	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	12/16/2020
0205730	Garbe, Christine	NUR-108-A3	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	12/14/2020
0205730	Garbe, Christine	NUR-108-E1	Foundations of Nursing Prac II	CLN		3	\$3,084.00	5	10/29/2020	12/17/2020
					0	6	\$8,844.00			
0000935	Gatyas, Kenton	POL-201-NR	US Natl Government	LEC		3	\$3,135.00	3	9/1/2020	12/18/2020
0000935	Gatyas, Kenton	HIS-105-NR	American History to 1865	LEC		3	\$3,357.00	3	10/26/2020	12/18/2020
					0	6	\$6,492.00			
0000896	Ginley, Steven	SPE-101-H1	Principles of Public Speaking	LEC		3	\$3,000.00	3	9/1/2020	1/15/2021
					0	3	\$3,000.00			
0189759	Green, Amy	NUR-108-B2	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	1/15/2021
0189759	Green, Amy	NUR-108-C2	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	1/15/2021
0189759	Green, Amy	NUR-108-E4	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	1/15/2021
					0	9	\$8,640.00			
0159384	Herrmann, Julianne	NUR-206-A1	Medical-Surgical Nursing	CLN	8	1	\$960.00	10	9/1/2020	12/19/2020
0159384	Herrmann, Julianne	NUR-206-A2	Medical-Surgical Nursing	CLN		9	\$8,640.00	10	9/1/2020	12/18/2020
0159384	Herrmann, Julianne		Special Project - Lead			2	\$1,920.00		9/1/2020	12/18/2020
					8	12	\$11,520.00			
0205893	Hutches, Marybeth	NUR-108-B4	Foundations of Nursing Prac II	CLN	1.50	1.50	\$1,500.00	5	10/26/2020	12/16/2020
0205893	Hutches, Marybeth	NUR-108-C3	Foundations of Nursing Prac II	CLN		3	\$3,000.00	5	10/26/2020	12/16/2020
					1.5	4.5	\$4,500.00			
0002912	Imburgia, Joseph	PSY-210-1E	Child Growth & Development	LEC		3	\$3,000.00	3	9/1/2020	12/17/2020
0002912	Imburgia, Joseph	PSY-101-5C	Intro to Psychology	LEC		1	\$1,071.00	3	11/16/2020	12/17/2020

0002912	Imburgia, Joseph	PSY-201-1D	Social Psychology	LEC		1	\$1,071.00	3	11/16/2020	12/14/2020
0002912	Imburgia, Joseph	PSY-215-3H	Life Span: Survey of Human Dev	LEC		1	\$1,071.00	3	11/16/2020	12/17/2020
					0	3	\$6,213.00			
0060105	Jonas, David	HVA-110-11	Electricity for HVAC/R	LAB	1	1	\$960.00	3	9/1/2020	1/15/2021
0060105	Jonas, David	HVA-101-2G	Basic Refrigeration	LEC/LAB		4	\$3,840.00	3	9/1/2020	1/15/2021
0060105	Jonas, David	HVA-202-11	Heat Load Calc & Syst Design	LEC		3	\$2,880.00	3	9/1/2020	1/15/2021
					1	8	\$7,680.00			
0000870	Kasprowicz, Michae	PHI-126-22	Introduction to Ethics	LEC		3	\$3,135.00	3	9/1/2020	1/15/2021
					0	3	\$3,135.00			
0003157	Kelikian, Toula	NUR-108-A2	Foundations of Nursing Prac II	CLN		3	\$3,000.00	3	10/26/2020	12/16/2020
0003157	Kelikian, Toula	NUR-108-A3	Foundations of Nursing Prac II	CLN		3	\$3,000.00	3	10/26/2020	12/16/2020
0003157	Kelikian, Toula	NUR-108-A4	Foundations of Nursing Prac II	CLN		3	\$3,000.00	3	10/26/2020	12/16/2020
					0	9	\$9,000.00			
0098818	Kubelka, Christine	NUR-108-C4	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	12/17/2020
0098818	Kubelka, Christine	NUR-108-A4	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	12/16/2020
0098818	Kubelka, Christine	NUR-108-D4	Foundations of Nursing Prac II	LAB		3	\$2,880.00	5	10/26/2020	12/17/2020
0098818	Kubelka, Christine	NUR-108-D1	Foundations of Nursing Prac II	LAB		3	\$3,084.00	5	10/27/2020	12/17/2020
					0	12	\$11,724.00			
0000769	Mohr, Michele	ENG-102-OC	Rhetoric II	LEC		3	\$3,000.00	3	9/1/2020	12/17/2020
					0	3	\$3,000.00			
0002467	Montgomery, Jered	MUS-108-1F	World Music Survey	LEC		3	\$2,745.00	3	9/1/2020	12/17/2020
					0	3	\$2,745.00			
0192112	Mulvey, Irene	NUR-206-C1	Medical-Surgical Nursing	SCR	0.25	0.15	\$137.25	10	9/1/2020	12/18/2020
0192112	Mulvey, Irene	NUR-206-C2	Medical-Surgical Nursing	SCR		0.4	\$366.00	10	9/1/2020	12/18/2020
0192112	Mulvey, Irene	NUR-206-C3	Medical-Surgical Nursing	SCR		0.4	\$366.00	10	9/1/2020	12/18/2020
0192112	Mulvey, Irene	NUR-206-C4	Medical-Surgical Nursing	SCR		0.4	\$366.00	10	9/1/2020	12/18/2020
0192112	Mulvey, Irene	NUR-206-C5	Medical-Surgical Nursing	SCR		0.4	\$366.00	10	9/1/2020	12/18/2020
0102112	Mulyov Irono		Special Project - BNAT Lead	OVL		2	\$2.74F.00		9/1/2020	12/18/2020
0192112	Mulvey, Irene		Instructor	OVL	0.05	3	\$2,745.00		9/1/2020	12/10/2020
0405004	Ostolia Cardona	DLIV 400 0D	Eundomentale of Physics	150	0.25	4.75	\$4,346.25		0/4/2020	40/47/2020
0195021	Ostojic, Gordana	PHY-100-2B	Fundamentals of Physics	LEC	1	1	\$1,000.00 \$1,000.00	3	9/1/2020	12/17/2020
0000747	Door Elizabeth	MAT 440 0 !	College Trig	LEC	1	1		2	9/1/2020	12/14/2022
0000747	Paez, Elizabeth	MAT-110-2J	College Trig	LEC	1	2	\$1,920.00	3	9/1/2020	12/14/2020
			Special Project - BIO Lab Instructor	OVL	1	9	\$1,920.00 \$9,000.00		9/1/2020	1/15/2021
0002913	Pearson, Dennis				3					

					-					
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship	LEC		1	\$960.00	3	9/1/2020	12/15/2020
0000820	Pencheva, Tsonka	ECE-260-H1	ECE Internship	LAB		2	\$1,920.00	3	9/1/2020	12/15/2020
					0	3	\$2,880.00			
0177526	Pierce, Tom	ENG-088-JC	Basic Composition	LEC		3	\$3,000.00	3	9/1/2020	1/15/2021
0177526	Pierce, Tom	ENG-088-KF	Basic Composition	LEC		3	\$3,000.00	3	9/1/2020	1/15/2021
0177526	Pierce, Tom	ENG-101-UE	Rhetoric I	LEC		3	\$3,000.00	3	9/9/2020	1/15/2021
					0	6	\$9,000.00			
0160605	Primm, Rebecca	ART-131-1F	Graphic Design I	LAB		3	\$2,880.00	3	9/1/2020	12/14/2020
					0	3	\$2,880.00			
0056628	Roman, Daniel	ART-105-1F	Painting I	LAB	3	3	\$3,000.00	3	9/1/2020	12/14/2020
					3	3	\$3,000.00			
0165693	Romero Yuste, Mari	HUM-154-2F	Latin American Culture	LEC		3	\$3,135.00	3	9/1/2020	12/17/2020
0165693	Romero Yuste, Mari	HUM-154-42	Latin American Culture	LEC		1	\$1,119.00	3	11/20/2020	12/14/2020
					0	3	\$4,254.00			
0197705	Russo Neri, Trisha	MAT-105-CR4	College Algebra	LEC	2	2	\$1,830.00	4	9/1/2020	12/16/2020
					2	2	\$1,830.00			
0197693	Sanchez, Alejandro	MAT-096-NR1	General Education Math Support	LEC		2	\$1,830.00	2	9/21/2020	12/18/2020
0197693	Sanchez, Alejandro	MAT-102-NR1	General Education Mathematics	LEC		4	\$3,660.00	4	9/21/2020	12/18/2020
						6	\$5,490.00			
0000907	Sanchez, Luis	CAD-205-15	Mechanical Design	LAB		3	\$3,000.00	3	9/1/2020	1/15/2021
0000907	Sanchez, Luis	CAD-205-15	Mechanical Design	LEC		2	\$2,000.00	3	9/1/2020	1/15/2021
0000907	Sanchez, Luis	CAD-215-2L	3D Modeling	LAB		3	\$3,000.00	3	9/1/2020	1/15/2021
0000907	Sanchez, Luis	CAD-215-2L	3D Modeling	LEC		2	\$2,000.00	3	9/1/2020	1/15/2021
					0	10	\$10,000.00			
0000898	Schmitt, Robert	PSY-215-2F	Life Span: Survey of Human Dev	LEC		3	\$3,000.00	3	9/1/2020	1/15/2021
0000898	Schmitt, Robert	PSY-215-3H	Life Span: Survey of Human Dev	LEC		3	\$3,000.00	3	9/1/2020	1/15/2021
					0	6	\$6,000.00			
0000731	Seo, Kymberly		Special Project - BIO Lab Instructor	OVL	3	9	\$9,405.00		9/1/2020	1/15/2021
					3	9	\$9,405.00			
0197678	Skurski, Katherine	NUR-206-B1	Medical-Surgical Nursing	CLN	8	1	\$960.00	10	9/1/2020	12/19/2020
0197678	Skurski, Katherine	NUR-206-B2	Medical-Surgical Nursing	CLN		9	\$8,640.00	10	9/1/2020	12/19/2020
					8	10	\$9,600.00			
0003089	Sleeth, Bradley	PHS-101-6F	Astronomy	LEC		3	\$2,880.00	3	9/1/2020	12/17/2020
0003089	Sleeth, Bradley	PHS-101-8J	Astronomy	LEC		3	\$2,880.00	3	9/1/2020	12/18/2020
					0	6	\$5,760.00			

					-					
0000943	Spaniol, Scott	MAT-201-H1	Calculus I	LEC		5	\$5,000.00	5	9/1/2020	12/16/2020
0000943	Spaniol, Scott	MAT-141-NR2	Statistics	LEC		4	\$4,000.00	4	9/21/2020	12/18/2020
					0	9	\$9,000.00			
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	LAB		3	\$3,135.00	3	9/1/2020	12/18/2020
0000761	Styer, Audrey	CPS-111-NR	Business Computer Systems	LEC		2	\$2,090.00	3	9/1/2020	12/18/2020
					0	5	\$5,225.00			
0000897	Sykora, Donald	ATM-202-1C	Automotive Electrical Systems	LAB	3	3	\$3,000.00	4	9/1/2020	1/15/2021
					3	3	\$3,000.00			
0194864	Tomchek, Ryan	MAT-102-NR2	General Education Mathematics	LEC	1	3	\$2,745.00	4	9/21/2020	12/18/2020
					1	3	\$2,745.00			
0000868	Walley, Cynthia	CIS-220-NR	Systems Analysis	LAB		3	\$3,000.00	3	8/24/2020	12/18/2020
0000868	Walley, Cynthia	CIS-220-NR	Systems Analysis	LEC		2	\$2,000.00	3	8/24/2020	12/18/2020
0000868	Walley, Cynthia	CPS-101-NR	Informational Technology	LEC	1	1	\$1,000.00	2	8/24/2020	12/18/2020
					1	6	\$6,000.00			
0013245	Warren, John	MUS-100-NR2	Music Appreciation	LEC		3	\$2,880.00	3	9/7/2020	1/15/2021
0013245	Warren, John	MUS-108-NR1	World Music Survey	LEC		3	\$3,084.00	3	10/26/2020	12/18/2020
					0	3	\$5,964.00			
0122566	Watkins, Meredith	NUR-108-E2	Foundations of Nursing Prac II	LAB		3.00	\$2,880.00	5	10/26/2020	12/17/2020
0122566	Watkins, Meredith		Special Project - Lead Instructor	OVL		1.90	\$1,824.00		9/1/2020	12/18/2020
					0	4.9	\$4,704.00			
0000736	Wood, Robert	PSY-101-8K	Intro to Psychology	LEC		1	\$1,071.00	3	11/16/2020	12/17/2020
0000736	Wood, Robert	PSY-101-3J	Intro to Psychology	LEC		1	\$1,071.00	3	11/16/2020	12/17/2020
					0	2	\$2,142.00			
0200289	Young, Amanda	WEL-111-1C	Basic Arc Welding/Cutting I	LEC	1	1	\$2,056.00	3	10/27/2020	12/17/2020
0200289	Young, Amanda	WEL-111-1L	Basic Arc Welding/Cutting I	LAB		2	\$2,056.00	3	10/26/2020	12/16/2020
0200289	Young, Amanda	WEL-111-1L	Basic Arc Welding/Cutting I	LEC		2	\$2,056.00	3	10/26/2020	12/16/2020
					1	5	\$6,168.00			
0170839	Young, Cynthia	NUR-206-C3	Medical-Surgical Nursing	CLN	6	3	\$2,880.00	10	9/1/2020	12/18/2020
0170839	Young, Cynthia	NUR-206-A4	Medical-Surgical Nursing	SIM		0.3	\$288.00	10	9/1/2020	12/19/2020
0170839	Young, Cynthia	NUR-206-A5	Medical-Surgical Nursing	SIM		0.3	\$288.00	10	9/1/2020	12/19/2020
0170839	Young, Cynthia	NUR-108-A1	Foundations of Nursing Prac II	SIM		0.20	\$192.00	5	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-A2	Foundations of Nursing Prac II	SIM		0.20	\$192.00	5	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-A3	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-A4	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-A5	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020

0170839	Young, Cynthia	NUR-108-B1	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-B2	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-B3	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-B4	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-B5	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-C1	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/16/2020
0170839	Young, Cynthia	NUR-108-C2	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-C3	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
	<u> </u>		Foundations of Nursing Prac II					-		
0170839	Young, Cynthia	NUR-108-C4		SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-D1	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/18/2020
0170839	Young, Cynthia	NUR-108-D2	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-D3	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-D4	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-E1	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-E2	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-E3	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/17/2020
0170839	Young, Cynthia	NUR-108-E4	Foundations of Nursing Prac II	SIM		0.21	\$201.60	10	10/26/2020	12/18/2020
					6	8.2	\$7,872.00			
0000813	Zukauskas, Karolis	ENG-102-NR	Rhetoric II	LEC		3	\$3,135.00	3	9/1/2020	12/18/2020
0000813	Zukauskas, Karolis	HUM-153-NR	Survey of Film History	LEC		3	\$3,135.00	3	9/1/2020	12/18/2020
					0	6	\$6,270.00			
				Add	litions with	n new rate	\$25,251.00			
						Retro	\$299,483.30			
				Total Overload	d for Clas	sses Only	\$324,734.30			

From: Keith McLaughlin

To: <u>Ana L Valdez</u>; <u>Board Materials</u>

Subject: FW: December Board Item - 10% English Adjunct Stipend Report Fall 2020

Date: Friday, December 4, 2020 9:44:37 AM
Attachments: 10% ENG Adjunct Stipend Report 2020FA.pdf

PROPOSED ACTION- 10% ENG Adjunct Stipend FA2020.docx

I approve this for action at the December BOT Meeting.

Keith D. McLaughlin, Ph.D.
Provost
Morton College
3801 South Central Avenue
Cicero, Illinois 60804-4398
708-656-8000, ext. 2277
keith.mclaughlin@morton.edu

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>

Sent: Thursday, December 3, 2020 3:59 PM

To: Keith McLaughlin < Keith. McLaughlin@morton.edu>

Cc: Board Materials <board.materials@morton.edu>; Ana L Valdez <ana.valdez@morton.edu>;

Derek C Shouba <derek.shouba@morton.edu>

Subject: December Board Item - 10% English Adjunct Stipend Report Fall 2020

Hi Keith.

Attached is the 10% English Stipend Report that need your approval for the December Board Meeting.

Thank you,

Liliana Raygoza

Executive Assistant – Associate Provost Morton College 708.656.8000 Ext. 2330

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.

PROPOSED ACTION: THAT THE BOARD APPROVE THE COMPENSATION REPORT FOR ADJUNCT FACULTY MEMBERS TEACHING ENGLISH 101,102, 086, 088, 071, 076, 151 AND 152 FOR FALL SEMESTER 2020 IN THE AMOUNT OF \$5,179.52 AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

<u>COST ANALYSIS</u>: \$5,179.52 – Per Board-Union Agreement, Section 11.7, Adjunct Faculty teaching ENG 101, 102, 086, 088, 071, 076,151 and 152 shall receive a 10% stipend based on their rate per their placement on the salary schedule.

ATTACHMENT: Compensation Report for English Adjunct Faculty – Fall 2020

	ENG 10% Adjunct Stipend Report Fall 2020													
Adjunct Full Name	CRS ID#	Course Title		Stipend		% Stipend Amount	To	tal Sumed Up	Start Date	End Date				
Arias, Olga	ENG-102-6B	Rhetoric II	\$	2,980.23	\$	298.02	\$	298.02	8/25/2020	12/17/2020				
Brasher, Stephen H.	ENG-101-8B	Rhetoric I	\$	3,131.10	\$	313.11	\$	313.11	8/29/2020	12/12/2020				
Dutt, Eric V.	ENG-102-8B	Rhetoric II	\$	3,132.15	\$	313.22	\$	313.22	8/29/2020	12/12/2020				
Loomis, Tisha	ENG-101-T2	Rhetoric I	\$	2,733.30	\$	273.33	\$	273.33	9/3/2020	12/17/2020				
Martinez Jr, Salvador	ENG-086-1B	Reading & Writing III	\$	2,980.23	\$	298.02	Ś	596.05	8/24/2020	12/14/2020				
Martinez Jr, Salvador	ENG-086-2C	Reading & Writing III	\$	2,980.23	\$	298.02	Ş	390.03	8/24/2020	12/16/2020				
Miranda, Ashley	ENG-101-JB	Rhetoric I	\$	3,131.10	\$	313.11	\$	313.11	8/25/2020	12/17/2020				
Perusich, James M.	ENG-086-72	Reading & Writing III	\$	3,132.15	\$	313.22	\$	313.22	8/25/2020	12/17/2020				
Schmidt, Michael	ENG-088-4G	Basic Composition	\$	3,018.18	\$	301.82			8/24/2020	12/16/2020				
Schmidt, Michael	ENG-102-1B	Rhetoric II	\$	3,018.18	\$	301.82	\$	905.45	8/24/2020	12/14/2020				
Schmidt, Michael	ENG-102-5H	Rhetoric II	\$	3,018.18	\$	301.82			8/24/2020	12/14/2020				
Selvaggio, Nicole	ENG-086-5C	Reading & Writing III	\$	2,847.24	\$	284.72	\$	569.45	8/25/2020	12/17/2020				
Selvaggio, Nicole	ENG-101-SB	Rhetoric I	\$	2,847.24	\$	284.72	Ş	309.43	9/8/2020	12/17/2020				
Smith-Irowa, Pamela	ENG-101-1B	Rhetoric I	\$	3,290.70	\$	329.07	۲	658.14	8/24/2020	12/14/2020				
Smith-Irowa, Pamela	ENG-101-VB	Rhetoric I	\$	3,290.70	\$	329.07	Ş	056.14	10/1/2020	12/17/2020				
Turner, Jocelyn	ENG-088-CR6	Basic Composition	\$	3,132.15	\$	313.22	\$	626.42	8/24/2020	12/14/2020				
Turner, Jocelyn	ENG-101-CR6	Rhetoric I	\$	3,132.15	\$	313.22	٦	626.43	8/24/2020	12/14/2020				
			Gra	and Total	\$	5,179.52	\$	5,179.52						

From: Keith McLaughlin

To: <u>Ana L Valdez</u>; <u>Board Materials</u>

Subject: FW: December Board Item - Consultation Hours Fall 2020

Date: Friday, December 4, 2020 9:43:48 AM
Attachments: Adjunct Consultation Hours FA2020.pdf

PROPOSED ACTION Adjunct Faculty Consultation Hours FA2020.docx

I approve this for action at the December BOT Meeting.

Keith D. McLaughlin, Ph.D.
Provost
Morton College
3801 South Central Avenue
Cicero, Illinois 60804-4398
708-656-8000, ext. 2277
keith.mclaughlin@morton.edu

From: Liliana Raygoza <Liliana.Raygoza@morton.edu>

Sent: Thursday, December 3, 2020 3:55 PM

To: Keith McLaughlin < Keith. McLaughlin@morton.edu>

Cc: Ana L Valdez <ana.valdez@morton.edu>; Board Materials <board.materials@morton.edu>;

Derek C Shouba <derek.shouba@morton.edu>

Subject: December Board Item - Consultation Hours Fall 2020

Good Afternoon, Keith,

Attached is the Consultation Hours that need your approval for the December Board Meeting.

Thank you,

Liliana Raygoza
Executive Assistant – Associate Provost
Morton College
708.656.8000 Ext. 2330

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 ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR THE FALL 2020 SEMESTER IN THE AMOUNT OF \$10,779.69 AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statues*]

COST ANALYSIS: \$10,779.69 – 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: Adjunct Faculty Consultation Hours – Fall 2020

Fall 2020 Adjunct Consultation Hours Stipend Report

Adjunct Full Name	Section Name	Section Title	Credits	As	signment	Rate	Con	sultation	Section St	Section End
Arias, Olga	ENG-102-6B	Rhetoric II	3	\$	2,980.23	\$ 993.41	\$	238.42	8/25/2020	#######
Avalos-Thompson, Marlen	CSS-100-4F	College Study Seminar	3	\$	2,980.23	\$ 993.41	\$	238.42	8/24/2020	########
Behling, William	BUS-111-1E	Introduction to Business	3	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Brasher, Stephen	ENG-101-8B	Rhetoric I	3	\$	3,131.10	\$1,043.70	\$	250.49	8/29/2020	########
Bulat, Cheryl	ECE-164-8B	Creative Curriculum for Inf/To	1	\$	1,044.05	\$1,044.05	\$	125.29	########	########
Cisneros, Sharon	BUS-111-NR	Introduction to Business	3	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Corral, Iris	ECE-110-NR	Intro to Early Childhood Ed	3	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Dukes, Jackie	LAW-102-1C	Intro to Criminology	3	\$	3,132.15	\$1,044.05	\$	250.57	8/25/2020	########
Dutt, Eric	ENG-102-8B	Rhetoric II	3	\$	3,132.15	\$1,044.05	\$	250.57	8/29/2020	########
Erickson, Christian	SOC-100-2D	Intro to Sociology	3	\$	2,871.66	\$ 957.22	\$	229.73	8/24/2020	########
Eshafi, Nouri	ECE-202-11	Math for Early Childhood	3	\$	3,210.42	\$1,070.14	\$	256.83	8/26/2020	########
Farina, Peter	BIO-203-1E	Anatomy & Physiology I	4	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Festa, John	BUS-230-1E	Business Law and Contracts	3	\$	2,991.42	\$ 997.14	\$	239.31	8/24/2020	########
Glover, Brian	CAD-141-15	Autocad Productivity Essentia	3	\$	4,777.10	\$ 955.42	\$	229.30	8/25/2020	########
Halm, James	SOC-100-3G	Intro to Sociology	3	\$	3,290.70	\$1,096.90	\$	263.26	8/24/2020	########
Kilheeney, Heather	CHM-100-2C	Fundamentals of Chemistry	4	\$	5,466.60	\$ 911.10	\$	218.66	8/24/2020	########
Loomis, Tisha	ENG-101-T2	Rhetoric I	3	\$	2,733.30	\$ 911.10	\$	218.66	9/3/2020	########
Lopez, Beda	HCP-130-3F	Medical Terminology	3	\$	2,866.26	\$ 955.42	\$	229.30	8/28/2020	########
LoPresti, Joseph	ART-120-3F	Art Appreciation	3	\$	3,290.70	\$1,096.90	\$	263.26	8/24/2020	########
Lorgus, Richard	BUS-106-22	Principles of Finance	3	\$	2,980.23	\$ 993.41	\$	238.42	8/24/2020	########
Lyons, Kenneth	LAW-101-1D	Intro to Law Enforcement	3	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Matthews, Kay	ECE-100-2E	Early Child Growth & Developm	3	\$	3,132.15	\$1,044.05	\$	250.57	8/24/2020	########
Medina, Gabriel	CAD-137-8B	Revit MEP Fundamentals	3	\$	4,555.50	\$ 911.10	\$	218.66	8/29/2020	########
Miculinic, Bonnie	HUM-154-1G	Latin American Culture	3	\$	3,210.42	\$1,070.14	\$	256.83	8/24/2020	########
Miranda, Ashley	ENG-101-JB	Rhetoric I	3	\$	3,131.10	\$1,043.70	\$	250.49	8/25/2020	########
Moreno, Benjamin	LAW-101-NR	Intro to Law Enforcement	3	\$	3,131.10	\$1,043.70	\$	250.49	8/24/2020	########
Moreno, Berta	BUS-111-22	Introduction to Business	3	\$	2,847.24	\$ 949.08	\$	227.78	8/24/2020	########
O'Halloran, Denis	FIR-180-11	Fire Investigation I	3	\$	2,847.24	\$ 949.08	\$	227.78	8/26/2020	########
Perusich, James	ENG-086-72	Reading & Writing III	3	\$	3,132.15	\$1,044.05	\$	250.57	8/25/2020	########
Ritz, Jim	LAW-206-11	Criminal Investigations	3	\$	3,132.15	\$1,044.05	\$	250.57	8/26/2020	#######
Sassetti, James	LAW-104-21	Police Ops and Procedures I	3	\$	3,132.15	\$1,044.05	\$	250.57	8/27/2020	#######
Schmidt, Michael	ENG-088-4G	Basic Composition	3	\$	3,018.18	\$1,006.06	\$	241.45	8/24/2020	#######
Schrey, Courtney	CHM-100-4C	Fundamentals of Chemistry	4	\$	5,960.46	\$ 993.41	\$	238.42	8/25/2020	########
Selvaggio, Nicole	ENG-101-SB	Rhetoric I	3	\$	2,847.24	\$ 949.08	\$	218.29	9/8/2020	########
Smith, Jeanine	HCP-130-13	Medical Terminology	3	\$	2,980.23	\$ 993.41	\$	238.42	8/25/2020	########
Smith-Irowa, Pamela	ENG-101-1B	Rhetoric I	3	\$	3,290.70	\$1,096.90	\$	263.26	8/24/2020	########
Stefanski, Eric	HUM-150-42	Humanities Through the Arts	3	\$	2,847.24	\$ 949.08	\$	227.78	8/27/2020	########
Stevens, Jane	ART-115-8B	Photography I	3	\$	6,264.30	\$1,044.05	\$	250.57	8/29/2020	########

Fall 2020 Adjunct Consultation Hours Stipend Report

Swint, Ashley	BUS-107-1C	Principles of Marketing	3	\$ 2,847.24	\$ 949.08	\$ 227.78	8/24/2020	########
Thelemaque, Cristina	BIO-152-1C	Anatomy & Physiology (therapie	5	\$ 4,174.80	\$1,043.70	\$ 250.49	8/24/2020	########
Traver, David	PHI-125-3C	Wrld Religions in Global Conte	3	\$ 2,980.23	\$ 993.41	\$ 238.42	8/25/2020	########
Voight, William	LAW-102-21	Intro to Criminology	3	\$ 2,980.23	\$ 993.41	\$ 238.42	8/25/2020	########
Wente, Karla	PHT-219-H1	Special Pops: Peds & Geriatric	2	\$ 1,110.38	\$ 957.22	\$ 229.73	8/26/2020	########
Wiehle, Michael	BUS-230-NR	Business Law and Contracts	3	\$ 2,980.23	\$ 993.41	\$ 238.42	8/24/2020	########
Zick, Jennifer	ECE-101-NR	Observ & Assessment / Children	3	\$ 3,132.15	\$1,044.05	\$ 250.57	8/24/2020	########
						\$ 10,779.69		

 From:
 Keith McLaughlin

 To:
 Ana L Valdez

 Cc:
 Erika P Tejeda

Subject: RE: Request for Approval- December Board Materials

Date: Friday, December 4, 2020 3:07:24 PM

I approve this for action at the December BOT Meeting.

Keith D. McLaughlin, Ph.D.

Provost

Morton College

3801 South Central Avenue Cicero, Illinois 60804-4398 708-656-8000, ext. 2277

keith.mclaughlin@morton.edu

From: Ana L Valdez <ana.valdez@morton.edu>

Sent: Friday, December 4, 2020 3:00 PM

To: Keith McLaughlin < Keith. McLaughlin@morton.edu>

Cc: Erika P Tejeda <erika.tejeda@morton.edu>

Subject: Request for Approval- December Board Materials



Ana Valdez

Executive Assistant - Provost

P: (708) 656-8000, Ext. 2241 E: Ana.Valdez@morton.edu

www.morton.edu

From: Erika P Tejeda

Sent: Friday, December 4, 2020 2:41 PM

To: Board Materials < board.materials@morton.edu >

Cc: Ana L Valdez <ana.valdez@morton.edu>

Subject: December Board Materials

Greetings,

I'm attaching the Adult Education Stipend Report for fall semester term 2 and the Consultation Hours Report for your review and approval.

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY STIPEND REPORT FOR FALL SEMESTER 2020 TERM 2 IN THE AMOUNT OF \$ AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement]

COST ANALYSIS: \$ 88,428.81—Per Board-Union Agreement, Section 8.1, Adjunct Faculty Members who teach Adult Ed shall only receive one (1) semester of credit for teaching two (2) eight (8) week sessions in one (1) semester. Section 11.7, Adjunct Compensation Schedule

ATTACHMENTS: Adult Education Stipend Report for Adjunct Faculty Members – Fall 2020 Term 2.

Person Full Name	Section Name	Section Title
Abate, Nannette	ABE-005/030 -3M	Alphabetics/Reading and English 3
Abdel-Jaber, Nellie	ESL-090-38	Conversational Practice I
Bridges, Maureen	ESL-052-38	Applications in ESL V
Cisco Jr, Taylor	ABM-030-38	Low Intermediate Math
Cisco Jr, Taylor	ABM-030-3J	Low Intermediate Math
Enstrom, Elena	ESL-042-3D /052/062 3J	Applications in ESL IV, V, V1
Fram, Harriet	ESL-040/050/060-2J	ESL IV
Fram, Harriet	ESL-062-3M	Applications in ESL VI
Gonzalez, Sotero	ESL-032-3N	Applications in ESL III
Halsey, Meg	ESL-035/090-3M	Beg Conversational Practice
Huff, Cheryl	ABE-030-3J	Reading and English 3
Jundt, Gene	ABE-005-3N	Alphabetics
Kamien, Linda	ABM-030-3N	Low Intermediate Math
Lantz, Catherine	ABM-042-3N	High Intermediate Math-2
Lopez, Flora	ESL-010/020/030-2J	English as a Second Language
Lopez, Flora	ESL-035/090/092-3N	Beg Conversational Practice
Lubeck, Sarah	ESL-012/022/032-3M	Applications of ESL I
McManmon, Zoe	ESL-062-3N	Applications in ESL VI
Miral, Luis	ESL-012/022-3N	Applications of ESL I
Pettus, Exodus	ABM-020-3D	Beginning Mathematics
Pettus, Exodus	ABM-020-3M	Beginning Mathematics
Rein, Jack	ABE-030-3N	Reading and English 3
Rohl, Michael	ABM-020-3N	Beginning Mathematics
Roland, H.M. Joyce	ESL-010/020/030/040-28	English as a Second Language
Roland, H.M. Joyce	ESL-022/032/042062-38-052-37	Applications in ESL II
Roland, H.M. Joyce	ESL-060-28	ESL VI
Sanchez, Pedro	ESL-042-3J	Applications in ESL IV
Taylor, Kimberly	GED-012-3M	GED Review
Trevino-Garcia, Linda	ABM-020-3J	Beginning Mathematics

Westlove, Michael	ABM-042-3J	High Intermediate Math-2
Westlove, Michael	ABM-042-3M	High Intermediate Math-2
Zabransky, Angela	ESL-092-38	Conversational Practice II

TOTAL

Section Department 1 Desc	Section Active Student Count		Section Start Date
Adult Basic Education	11	\$3,018.18	10/27/2020
Adult Basic Education	8	\$2,012.12	10/23/2020
English As a Second Language	9	\$3,210.42	10/26/2020
Adult Education Administration	11	\$2,847.24	10/26/2020
Adult Education Administration	8	\$2,847.24	10/26/2020
English As a Second Language	14	\$2,012.12	11/16/2020
Adult Basic Education	11	\$2,140.28	9/14/2020
English As a Second Language	11	\$3,210.42	10/26/2020
English As a Second Language	14	\$2,847.24	10/26/2020
Adult Basic Education	8	\$2,088.10	10/23/2020
Adult Basic Education	13	\$3,018.18	10/27/2020
Adult Basic Education	18	\$3,290.70	10/27/2020
Adult Education Administration	10	\$3,132.15	10/26/2020
Adult Education Administration	12	\$2,980.23	10/26/2020
Adult Basic Education	7	\$2,012.12	9/14/2020
Adult Basic Education	14	\$2,012.12	11/17/2020
English As a Second Language	7	\$3,210.42	10/26/2020
English As a Second Language	12	\$3,290.70	10/26/2020
English As a Second Language	21	\$3,132.15	10/26/2020
Adult Education Administration	10	\$3,018.18	10/26/2020
Adult Education Administration	13	\$3,018.18	10/26/2020
Adult Basic Education	18	\$3,131.10	10/27/2020
Adult Education Administration	8	\$3,210.42	10/26/2020
Adult Basic Education	9	\$2,140.28	9/14/2020
English As a Second Language	16	\$2,140.48	11/16/2020
Adult Basic Education	3	\$2,140.28	9/14/2020
English As a Second Language	9	\$3,210.42	10/26/2020
Adult Basic Education	6	\$2,980.23	10/27/2020
Adult Education Administration	21	\$3,132.15	10/26/2020

Adult Education Administration	14	\$2,991.42 10/26/2020
Adult Education Administration	9	\$2,991.42 10/26/2020
Adult Basic Education	14	\$2,012.12 10/23/2020

369 \$88,428.81

Roselund, David	ABE-030-2M	Adult Basic Education-Pre-
Roselund, David	ABE-030-2N	Adult Basic Education-Pre-
Roselund, David	ABE-040-2M	Adult Basic Education-Pre-
Roselund, David	ABE-040-3M	Adult Basic Education-Pre-
Roselund, David	ABE-040-3N	Adult Basic Education-Pre-
Roselund, David	GED-012-37	General Education Develop
Schreier, Jennifer	ABE-040-3J	Adult Basic Education-Pre-
Schreier, Jennifer	ABM-030-28	Abe Math
Schreier, Jennifer	ABM-030-3M	Abe Math
Schreier, Jennifer	ABM-040-2M	Abe Math
Schreier, Jennifer	BHC-001-2M	Healthcare Bridges
Schreier, Jennifer	BHC-001-3M	Healthcare Bridges
Schreier, Jennifer	BHC-010-3M	Healthcare Bridges
Schreier, Jennifer	GED-012-27	General Education Develop
Gourlay, Jonathan	ESL-030-2M	English As A Second Langu
Gourlay, Jonathan	ESL-030-2N	English As A Second Langu
Gourlay, Jonathan	ESL-040-2M	English As A Second Langu
Gourlay, Jonathan	ESL-040-2N	English As A Second Langu
Gourlay, Jonathan	ESL-042-3M	English As A Second Langu
Gourlay, Jonathan	ESL-042-3N	English As A Second Langu

Mathelier, Lisa	ESL-050-2M	English As A Second Langu
Mathelier, Lisa	ESL-050-2N	English As A Second Langu
Mathelier, Lisa	ESL-052-3M	English As A Second Langu
Mathelier, Lisa	ESL-052-3N	English As A Second Langu
Mathelier, Lisa	ESL-060-2M	English As A Second Langu
Mathelier, Lisa	ESL-060-2N	English As A Second Langu
Mathelier, Lisa	ESL-092-2M	English As A Second Langu
Mathelier, Lisa	ESL-092-3M	English As A Second Langu

Reading and English 3	Adult Basic Education	Α	9	3	3
Reading and English 3	Adult Basic Education	Α	14	3	3
Reading and English 4	Adult Basic Education	Α	12	3	3
Reading and English 4	Adult Basic Education	Α	18	3	3
Reading and English 4	Adult Basic Education	Α	12	3	3
GED Review	Adult Basic Education	Α	11	2	2
	<u>'</u>			,	
Reading and English 4	Adult Basic Education	Α	13	3	3
-	Adult Education				
Low Intermediate Math	Administration	Α	5	0	3
	Adult Education				
Low Intermediate Math	Administration	Α	13	3	3
	Adult Education				
High Intermediate Math	Administration	Α	6	3	3
Bridge to Healthcare Careers	Adult Basic Education	Α	9	3	3
Bridge to Healthcare Careers	Adult Basic Education	Α	10	3	3
Bridge to Healthcare Careers	Adult Basic Education	С	0		3
GED Review	Adult Basic Education	Α	11	2	2
	·				
ESL III	Adult Basic Education	Α	5	3	3
ESL III	Adult Basic Education	Α	6	3	3
ESL IV	Adult Basic Education	Α	13	3	3
ESL IV	Adult Basic Education	Α	12	3	3
	English As a Second				
Applications in ESL IV	Language	Α	15	3	3
	English As a Second				
Applications in ESL IV	Language	Α	11	3	3
English As a Second Language V	Adult Basic Education	Α	17	3	3
English As a Second Language V	Adult Basic Education	Α	13	3	3
	English As a Second				
Applications in ESL V	Language	Α	15	3	3
	English As a Second				
Applications in ESL V	Language	Α	16	3	3
ESL VI	Adult Basic Education	Α	6	3	3
ESL VI	Adult Basic Education	Α	6	3	3
Conversational Practice II	Adult Basic Education	Α	15	3	2
Conversational Practice II	Adult Basic Education	Α	26	2	2

8/25/2020	10/13/2020
8/25/2020	10/13/2020
8/25/2020	10/13/2020
10/27/2020	12/17/2020
10/27/2020	12/17/2020
10/26/2020	12/16/2020

10/27/2020	12/17/2020
8/24/2020	10/19/2020
0/24/2020	10/19/2020
10/26/2020	12/16/2020
,,	
8/24/2020	10/19/2020
8/25/2020	10/13/2020
10/27/2020	12/17/2020
10/27/2020	12/17/2020
8/25/2020	10/13/2020

8/24/2020	10/19/2020
8/24/2020	10/19/2020
8/24/2020	10/19/2020
8/24/2020	10/19/2020
10/26/2020	12/16/2020
10/26/2020	12/16/2020

8/24/2020	10/19/2020
8/24/2020	10/19/2020
10/26/2020	12/16/2020
10/26/2020	12/16/2020
8/24/2020	10/19/2020
	. 0/ . 0/ = 0 = 0
8/24/2020	10/19/2020
8/24/2020 8/28/2020	

 From:
 Keith McLaughlin

 To:
 Ana L Valdez

 Cc:
 Erika P Tejeda

Subject: RE: Request for Approval- December Board Materials

Date: Friday, December 4, 2020 3:07:24 PM

I approve this for action at the December BOT Meeting.

Keith D. McLaughlin, Ph.D.

Provost

Morton College

3801 South Central Avenue Cicero, Illinois 60804-4398 708-656-8000, ext. 2277

keith.mclaughlin@morton.edu

From: Ana L Valdez <ana.valdez@morton.edu>

Sent: Friday, December 4, 2020 3:00 PM

To: Keith McLaughlin < Keith. McLaughlin@morton.edu>

Cc: Erika P Tejeda <erika.tejeda@morton.edu>

Subject: Request for Approval- December Board Materials



Ana Valdez

Executive Assistant - Provost

P: (708) 656-8000, Ext. 2241 E: Ana.Valdez@morton.edu

www.morton.edu

From: Erika P Tejeda

Sent: Friday, December 4, 2020 2:41 PM

To: Board Materials < board.materials@morton.edu >

Cc: Ana L Valdez <ana.valdez@morton.edu>

Subject: December Board Materials

Greetings,

I'm attaching the Adult Education Stipend Report for fall semester term 2 and the Consultation Hours Report for your review and approval.

Feel free to contact me if you have any further questions.

Best,

Erika Tejeda
Director of Grants and Compliance,
Adult Education, Community Programming & Outreach
Morton College
3801 S. Central Ave.
Cicero, IL 60804

erika.tejeda@morton.edu

708.656.8000 ext. 2356

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.

PROPOSED ACTION: THAT THE BOARD APPROVE THE ADJUNCT FACULTY CONSULTATION HOURS REPORT FOR FALL SEMESTER 2020 IN THE AMOUNT OF \$ AS SUBMITTED.

RATIONALE: [Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statues*]

COST ANALYSIS: \$ 4,162.23 – 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 – FALL 2020

Adult Education FALL-20 Consultation Hours F

Nama	Cauraa Cada
Name	Course Code
Cisco Jr., Taylor Cuesta, Gonzalo	MAT 012 2N ASE 051 2J
Huff, Cheryl	ABE 040 2N
Jundt, Gene	ABE 040 2N ABE 005 2N
Kamien, Linda	ABM 030 2N
Nuñez, Manuela	ASE 051 2N
Pettus, Exodus	ABM 020/030 2M
Trevino, Linda	ABM 020/030 2W
Westlove, Michael	ABM 040 2N
Abate, Nannette	ABE 005/030 3M
Bridges, Maureen	ESL 052 38
Cisco Jr., Taylor	ABM 030 38
Cuesta, Gonzalo	ASE 051 3N
Fram, Harriet	ESL 062 3M
Gonzalez, Sotero	ESL032 3N
Halsey, Meg	ESL 035/090 3M
Halsey, Meg	ESL 022/032 3J
Huff, Cheryl	ABE 030 3J
Jundt, Gene	ABE 005 3N
Kamien, Linda	ABM 030 3N
Lantz, Catherine	ABM 042 3N
Lopez, Flora	ESL 035/90/92 3N
Lopez, Flora	ESL 010/020/030 2J
Lubeck, Sarah	ESL 012/022/032 3M
McManmon. Zoe	ESL 062 3N
Miral, Luis	ESL 012/022 3N
Nuñez, Manuela	ASE 051 3J
Pettus, Exodus	ABM 020 3M
Rein, Jack	ABE 030 3N
Rohl, Michael	ABM 020 3N
Roland, Joyce	ESL 022/032/042/052 37/062 38
Roland, Joyce	ESL 010/020/030/040 28
Sanchez, Pedro	ESL 042 3J
Taylor, Kimberly	GED 012 3M
Trevino, Linda	ABM 020 3J
Westlove, Michael	ABM 042 3M
	Total

Total

Valeriano, JoAnn ESL 090/092 4M
Westlove, Michael ABM 040 4M
Westlove, Michael ABM 030 5N
Winningham, Susan ESL 050 4J
Winningham, Susan ESL 062 5N

Report

Consultation	
Stipend	
	116.93
	116.93
	124.38
	110.31
	116.93
	124.38
	124.38
	116.93
	127.48
	120.73
	128.42
	113.89
	104.77
	128.42
	113.89
	125.29
	78.30
	120.73
	131.63
	125.29
	119.21
	75.45
	75.45
	128.42
	131.63
	125.29
	109.33
	120.73
	125.24
	128.42
	80.26
	80.26
	128.42
	119.21
	125.29
	119.66
\$	4,162.23

\$	8,920.26
Ś	121.34
\$	121.34
\$	115.89
\$	115.89
\$	121.34

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE THE PURCHASED OF ELLUCIAN EXPERIENCE IN THE AMOUNT OF \$115,192.00 FOR FY 21, FY 22, FY 23, FY 24, AND FY 25.

RATIONALE: [Required by Board Policy 5.3.1 and Chapter 805, Section 3-27.1 of

the Illinois Compiled Statutes]

Replaced our current portal.

Goals: To improve the appearance and ease of use for our students, staff and faculty, with this new implementation not only the appearance will be updated, but also the use and features will provide a better

solution for all Morton community.

This update will also eliminate our current Portal maintenance fee.

COST ANALYSIS: Year 1 \$30,625.00

Year 2 \$20,214.00 Year 3 \$20,820.00 Year 4 \$21,445.00

Year 5 \$22,088.00

ATTACHMENTS: Ellucian Proposal/Quote

From: <u>Mireya Perez</u>
To: <u>Ana L Valdez</u>

Subject: RE: Ellucian Experience

Date: Friday, December 4, 2020 1:22:38 PM

Attachments: <u>image005.png</u>

Yes.

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

From: Ana L Valdez <ana.valdez@morton.edu>
Sent: Friday, December 4, 2020 12:21 PM
To: Mireya Perez <mireya.perez@morton.edu>

Subject: FW: Ellucian Experience

Hi Mireya,

Just checking if this was approved by you.

Thanks,



Ana Valdez

Executive Assistant - Provost
P: (708) 656-8000, Ext. 2241
E: Ana.Valdez@morton.edu

www.morton.edu

From: Ruben V Ruiz

Sent: Friday, December 4, 2020 9:53 AM

To: Board Materials < board.materials@morton.edu >

Subject: Ellucian Experience

Contact has been reviewed by Mireya Perez



2003 Edmund Halley Drive Suite 500 Reston, VA 20191

Morton College

Quote Date:

Wednesday, December 2, 2020

This price quote is provided for budgeting purposes only and provides informational line detail on this proposed package of products and services for your use internally; the price quote though not a binding offer, is based upon limited information presently available to Ellucian regarding your particular needs. The following tailored solution is conditioned upon full execution and delivery of a separate written contract following mutual discovery of options, needs, and capabilities.

All pricing contained in this price quote is valid through December 18 2020

Investment Summary - Overview of Pricing Schedule

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Ellucian Cloud Solutions & Fixed Fee Services	\$19,625	\$20,214	\$20,820	\$21,445	\$22,088	\$104,192
Cloud Software & Fixed Fee Services Subtotal	\$19,625	\$20,214	\$20,820	\$21,445	\$22,088	\$104,192
Time & Materials Services	\$11,000	\$0	\$0	\$0	\$0	\$11,000
Proposed Services Subtotal	\$11,000	\$0	\$0	\$0	\$0	\$11,000
Total	\$30,625	\$20,214	\$20,820	\$21,445	\$22,088	\$115,192

	Ellucian Cloud Solutions Subtotal	\$19,625
Ellucian Experience Cloud Software & Fixed Fee Services		\$19,625
Ellucian Cloud Solutions		Year One (1) Annual Fee

			One Time
Ellucian Time & Materials Professional Services	Hours	Hourly Rate	Estimated Fee
Ethos Integration Essentials	40	\$250	\$10,000
Colleague Project Management Services	4	\$250	\$1,000
Filucian T&M Services	Subtotal 44		\$11,000

^{*}Ellucian Portal Annual Maintenace will cancel upon Ellucian Experience contract execution

Ellucian Proprietary and Confidential Information

^{*}Customer will have 6 months of extended support for Ellucian Portal, and will receive a credit to their Ellucian Account for any Ellucian Portal fees paid in advance

From: <u>Mireya Perez</u>
To: <u>Stan Fields</u>

Cc: Maria Sanchez Anderson; Ana L Valdez; Wendy Vega-Huezo
Subject: Board action - SURS Deferred Compensation Plan

Date: Thursday, December 3, 2020 2:15:24 PM

Attachments: SURS DC Employer Resolution.pdf

Proposed Action Sheet - SURS DC Plan.docx

Please include in December's board agenda. This is a new plan SURS will offer to all eligible employees.

Thank you,



Mireya Perez

Chief Financial Officer/Treasurer

P: (708) 656-8000, Ext. 2289 E: Mireya.Perez@morton.edu

www.morton.edu

From: Courtney Willits <willits@dlglawgroup.com> **Sent:** Wednesday, November 25, 2020 3:33 PM **To:** Mireya Perez <mireya.perez@morton.edu>

Subject: Re: FW: SURS Deferred Compensation Plan Reminder and Update

Hi Mireya!

After review, these documents appear to be fine and ready to go for the December board meeting. I have no changes!

Thank you!

Courtney

Courtney P. Willits Attorney Del Galdo Law Group, LLC 1441 S. Harlem Avenue

Berwyn, IL 60402 T: (708) 222-7000 F: (708) 222-7001

On Wed, Nov 25, 2020 at 11:37 AM Mireya Perez < mireya.perez@morton.edu > wrote:

Happy Thanksgiving to you too!

Mireya

PROPOSED ACTION: THAT THE BOARD APPROVE THE STATE UNIVERSITY RETIREMENT SYSTEM (SURS) DEFERRED COMPENSATION PLAN FOR MORTON COLLEGE ELIGIBLE EMPLOYEES.

RATIONALE:

[Required by Board-Union Agreements and Board Policy 1.1.1]

SURS REQUIRES ALL GOVERNING BODIES TO APPROVE THE ADOPTION OF THE DEFERRED COMPENSATION PLAN.

COST ANALYSIS: NO COST TO THE COLLEGE

ATTACHMENT: RESOLUTION

STATE UNIVERSITIES RETIREMENT SYSTEM DEFERRED COMPENSATION PLAN

RESOLUTION TO ADOPT PLAN

WHEREAS, the State Universities Retirement System Deferred Compensation Plan ("Plan") is an eligible deferred compensation plan under Section 457(b) of the Internal Revenue ("Code") established and is administered by the State Universities Retirement System ("System") pursuant to Section 15-202 of the Illinois Pension Code, 40 ILCS 5 et seq.;

WHEREAS, the Plan is funded by elective deferrals, and if elected by the Employer in the Employer Participation Agreement, discretionary employer contributions;

WHEREAS, contributions to the Plan are held in Trust by SURS as Trustee pursuant to the State Universities Retirement System Master Trust Agreement ("Trust Agreement") and are invested in investment options selected and monitored by SURS;

WHEREAS, SURS has contracted with certain service providers ("Service Providers") to administer the Plan in accordance with its written terms and applicable law;

WHEREAS, Section 15-202 of the Illinois Pension Code, 40 ILCS 5, et seq., and Section 2.02(v) of the Plan provide that an employer that is subject to Article 15 of the Illinois Pension Code and that is an eligible employer within the meaning of Code Section 457(e)(1)(A) offer the Plan to its eligible employees;

WHEREAS, the Employer is an employer subject to Article 15 of the Illinois Pension Code, and is an eligible employer within the meaning of Code Section 457(e)(1)(A); and

WHEREAS, the Employer has reviewed the Plan, is authorized by law to adopt this Resolution, and is concurrently executing an Employer Participation Agreement for the Plan, which shall constitute a part of the written terms of the Plan.

NOW THEREFORE the governing body of the Employer hereby resolves:

- Section 1. The Employer adopts the Plan for the benefit of its eligible employees, including the Employer Participation Agreement which is attached hereto and made a part of this Resolution.
- <u>Section 2</u>. The Employer agrees to abide by the terms of the Plan and the Trust Agreement, including amendments to the Plan and the Trust Agreement, and all applicable provisions of the Code, the Illinois Pension Code, and other applicable law.
- Section 3. The Employer agrees to enroll only those individuals who are employees, as defined in Section 15-107 of the Illinois Pension Code, of the Employer. An employee does not include an individual who is a leased employee under Code Section 414(n)(2).
- Section 4. The Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights shall be held in the Trust for the exclusive benefit of participants and their beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of participants and their beneficiaries and for defraying reasonable expenses of the Plan. All contributions to the Plan shall be held, managed, invested and distributed as part of the Trust in accordance with the provisions of the Plan. All benefits under the Plan shall be distributed solely from the Trust pursuant to the terms of the Plan.

Section 5. This Resolution and an Employer Participation Agreement shall be submitted to SURS. SURS shall determine whether the Resolution and the Employer Participation Agreement comply with the Plan, and, if they do, shall provide appropriate forms to the Employer to implement employee participation in the Plan. SURS may refuse to approve a Resolution and/or an Employer Participation Agreement from an employer that does not have state statutory authority to participate in the Plan. The Employer hereby acknowledges that it is responsible for assuring that this Resolution and the Employer Participation Agreement are adopted and executed in accordance with the requirements of applicable law.

Adopted by the Employer as of the date set forth below in accordance with applicable law.

By:		
Print Name:		
Title:		
Date:		

STATE UNIVERSITIES RETIREMENT SYSTEM DEFERRED COMPENSATION PLAN

EMPLOYER PARTICIPATION AGREEMENT

The undersigned employer ("Employer") and the State Universities Retirement System ("SURS") agree to the participation of the Employer in the State Universities Retirement System Deferred Compensation Plan ("Plan"). The Plan is sponsored and administered by SURS and is intended to qualify as an eligible deferred compensation plan under Section 457(b) of the Internal Revenue Code ("Code") that is a governmental plan under Code Section 414(d) and Section 3(33) of the Employee Retirement Income Security Act of 1974 ("ERISA").

Complete this Participation Agreement only if the Employer is both an employer subject to Article 15 of the Illinois Pension Code and an eligible employer within the meaning of Code Section 457(e)(1)(A).

EMDI OVED INFODMATION

A. EMILO	ER INFORMATION
Name:	
Address:	
Tax ID Number:	
B. TYPE OF	ADOPTION AND EFFECTIVE DATE
("Agreement") an	Plan document shall consist of this Employer Participation Agreemend the Plan document, as amended from time to time. All capitalized terms in the plan document.
ensure consisten prospectively cha	ant that this Employer Participation Agreement be completed accurately to between the Plan and actual plan operation. The Employer may nge the terms of its participation in the Plan at any time by completing a new pation Agreement with SURS.
This Agreement i	s for the following purpose (check and complete one only):
1. []	This is a new 457(b) deferred compensation plan adopted by the Employer for its Employees effective, (insert effective date of this Agreement).
2. []	(insert effective date of this amendment) to the current Agreemen previously adopted by the Employer, which was originally effective, (insert effective date of the original
	Agreement).

3.	[]	This E	is an amendment and restatement of another 457(b) deferred insation plan maintained by the Employer, effective, (insert effective date of this Agreement). Imployer's prior plan was originally effective,(insert effective date of the prior plan). The Employer understands is the Employer's responsibility to ensure that the prior plan met all able state and federal requirements.
	for the	e exclus	SSETS. Code Section 457(g) shall be satisfied by setting aside Plan sive benefit of Participants and Beneficiaries in a Trust pursuant to the
Elective common who is Emplo	ve De encem s an e oyer.	eferrals nent of employe	An Employee may become a Participant in the Plan for purposes of and Discretionary Employer Contributions immediately upon employment with the Employer. "Employee" means an individual e, as defined in Section 15-107 of the Illinois Pension Code, of an ployee does not include an individual who is a leased employee under 1)(2).
Electiv	ve De Contri	ferrals	CRRALS. All Employees of the Employer shall be permitted to make to the Plan. Elective Deferrals include Pre-Tax Contributions and A Participant shall be 100% Vested in his or her Elective Deferrals
DISC	RETI	ONAR	Y MATCHING CONTRIBUTIONS.
1.	The	Employ	er shall (check and complete one only):
	a.	[]	not make Discretionary Matching Contributions.
	b.	[]	match% of Elective Deferrals of up to% of Compensation [] each pay period [] annually.
	c.	[]	match% of the first \$ of Elective Deferrals [] each pay period [] annually.
	d.	[]	match the percentage or amount of Elective Deferrals that the Employer determines in its discretion for the Plan Year.
	[]		this box if the Discretionary Matching Contributions match elective als made to another plan, and enter the name of the plan:
			y Discretionary Matching Contribution will reduce, dollar for Elective Deferrals that a Participant can contribute.

C.

D.

E.

F.

2. The Employer shall make Discretionary Matching Contributions for the following Employees (complete only if Discretionary Matching Contributions will be made to the Plan; check and complete as many as applicable):

	a.	l J	or more Hours of Service per week.
	b.	[]	any permanent part-time Employee, defined as an Employee who is not a full-time Employee and who has or more Hours of Service per week.
	c.	[]	any Employee in the following class(es) of Employees:
3.	Cont Auto Disc Tax forfe Cont	tribution omatic retionar Contribution actribution	nt shall be 100% Vested in his or her Discretionary Matching as at all times; provided, however, that if SURS enacts an Eligible Enrollment Arrangement under Section 4.2(e) of the Plan, y Matching Contributions related to a withdrawal of Automatic Preductions in accordance with Section 4.2(e)(4) will be placed in a count and used first to reduce the Employer's Discretionary Matching as, if any, and then to reduce the Employer's Discretionary Contributions, if any.
DISCI	RETI	ONAR	Y NONELECTIVE CONTRIBUTIONS.
1.	The	Employ	er shall (check and complete one only):
	a.	[]	not make Discretionary Nonelective Contributions.
	b.	[]	contribute% of Compensation on behalf of each Participant [] each pay period [] annually.
	c.	[]	contribute \$ on behalf of each Participant [] each pay period [] annually.
	d.	[]	contribute the percentage or amount that the Employer determines in its discretion for the Plan Year.
			ny Discretionary Nonelective Contribution will reduce, dollar for amount a Participant can contribute.
2.	follo	wing E	yer shall make Discretionary Nonelective Contributions for the mployees (complete only if Discretionary Nonelective Contributions e to the Plan; check and complete as many as applicable):
	a.	[]	any full-time Employee, defined as an Employee who has or more Hours of Service per week.
	b.	[]	any permanent part-time Employee, defined as an Employee who is not a full-time Employee and who has or more Hours of Service per week.

G.

c.	[]	any	Employee	in	the	following	class(es)	of	Employees:

3. A Participant shall be 100% Vested in his or her Discretionary Nonelective Contributions at all times.

H. ADMINISTRATIVE INFORMATION.

In executing this Employer Participation Agreement, the Employer agrees:

- that it is eligible to adopt the Plan, and that its governing body has adopted a resolution to approve the adoption of the Plan for its eligible employees, which resolution has been provided to SURS or its designee;
- to be bound by all terms of the Plan document, as applicable, the terms of this Employer Participation Agreement, and the rules and regulations of SURS, all as may be amended from time to time, and that no oral understanding not incorporated into this Agreement is binding on any party;
- to provide any information reasonably requested by SURS or a service provider from time to time to properly administer the Plan in accordance with its terms and applicable law;
- to allow SURS and/or the service providers reasonable access to eligible employees to assist with enrollment in and administration of the Plan;
- to be solely responsible for the correction of any operational or compliance errors resulting from the Employer's failure to perform its responsibilities or provide accurate information to SURS or a service provider;
- that all contributions to the Plan will be deposited in the State Universities Retirement System Master Trust for the exclusive benefit of participants and beneficiaries, and that the Employer shall have no right to Trust assets;
- that participants in the Plan have the right to direct the investment of their accounts by choosing among the investment options selected by SURS and offered under the Plan, and that any participant who does not provide timely investment direction will be deemed to have elected the Plan's default investment, as selected by SURS;
- that participants will be charged fees for the investment and administration services
 provided by SURS and the service providers, which will be offset against investment
 returns or deducted from participant accounts periodically; and
- that the Employer has consulted, to the extent necessary, with its own legal and tax advisors.

The Employer further agrees that it is responsible for the following areas of compliance:

- > determining and monitoring employee eligibility in accordance with the terms of the Plan and the Employer Participation Agreement;
- > entering into salary reduction agreements with Employees and timely remitting all Elective Deferrals and Discretionary Employer Contributions, if any, to the Plan; and
- > complying with the applicable contribution limits under the Code as such limits apply to the Plan and any other Code Section 457(b) plan in which Employer's employees participate.

This Employer Participation Agreement is duly executed on behalf of the Employer by the undersigned authorized signatories and shall be effective as indicated in Section B.

EMPLOYER'S AUTHORIZED SIGNATORIES:

By:	By:
Print:	Print:
Title:	Title:
Date:	Date:
ACCEPTANCE OF EMPLOYER'S PARTIC RETIREMENT SYSTEM DEFERRED COM By: Martin M. Noven, Executive Director	CIPATION IN THE STATE UNIVERSITIES IPENSATION PLAN:
Date:	

APPENDIX A

AUTHORIZED CONTACT FORM

All official communications from the Employer to SURS shall be directed to the attention of the following person:

State Universities Retirement System

Attention: Executive Director and General Counsel

1901 Fox Drive

Champaign, Illinois 61820

Telephone Number: 217-378-8800 Facsimile Number: 217-378-9801 Email: Executive Director@surs.org General Counsel@surs.org

All official communications from SURS to the Employer shall be directed to the attention of the following person:

Employer:	
Attention:	
Address:	
Telephone Number:	
Email:	
•	

The following individuals are authorized to represent and act on behalf of the Employer for all purposes related to the Employer's participation in the State Universities Retirement System Deferred Compensation Plan.

Contact Name		Title			
Phone No. ()	E-Mail Address				
Signature			Date	/	/
Contact Name		Title			
Phone No. ()	E-Mail Address				
Signature			Date	/	/
Contact Name		Title			
Phone No. ()	E-Mail Address				
Signature			Date	/	/
Contact Name		Title			
Phone No. ()	E-Mail Address				
Signature			_ Date	/	/

The Employer agrees that SURS is entitled to rely on this <u>Appendix A</u>, and shall be held harmless in doing so, until such time that the Employer submits a revised <u>Appendix A</u> to SURS.

The undersigned represents that he or she is an authorized representative of the Employer with authority to sign the Agreement and this $\underline{\mathbf{Appendix}}\ \mathbf{A}$ on the Employer's behalf.

Ву			_ Date	
Print Name			-	
Title				
Phone No. ()	E-mail Address		

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION:

That the Board approve the purchase of Mongoose Cadence Texting Platform.

RATIONALE:

During COVID-19 pandemic its imperative that we communicate with students in a fast and efficient manner. Students engage more through text messaging than any other form communication. Text messaging is preferred over email, social media or traditional calls. Furthermore, having the college-wide using the same system to text message will facilitate communication from perspective students to alumni.

Benefits of the Mongoose texting platform include:

- Mongoose has the ability to accept text messages, photo messages, emojis, and foreign language/symbols
- Send the right messages at the right time
- Two-way conversation
- Manage text conversations from any computer, table, or mobile phone
- Acquire unique virtual phone numbers allowing staff to keep personal and professional lives separate
- Segment students by any variable in your information system
- Set up department-specific, shared accounts that multiple users can access to relay mass messages with greater speed

The text messaging system will be used college-wide, the following areas of the college will be using the services:

- All of Adult Ed
- Academic Deans Office
- All of Student Services
- Institutional Advancement / Alumni Relations
- Athletics
- Human Resources

COST ANALYSIS:

Year 1: \$24,999 Year 2: \$23,999

Total: \$48,998

Vendor:

Mongoose Cadence

Jeffrey Meece, EdD Vice President 716-261-3318 Jeff@MongooseResearch.com www.MongooseResearch.com

ATTACHEMENTS:

Quote.

Mongoose Cadence, the texting platform for higher ed.

Cadence Texting Platform Agreement for Morton College

Please sign and email: Jeff@MongooseResearch.com

Contents

Investment & Authorization	3
Terms & Conditions	5
End User License Agreement	7

V 10.20

Investment and Authorization

Term	December 31, 2020 - December 30, 2022	
License	 unlimited texting to prospective student contacts, current student contact and donors unlimited number of contact records unlimited ongoing support 	ts, alumni
Investment Options	Onbranding	I. Integration s) of phone a of activity. Each Each Team is e number. There e High Speed sages (1 credit
Investment	Unlimited Users for Unlimited Teams - Enterprise	\$47,998
	- Any combination of User/Admin Accounts and up to 3 Shared Inboxes per Team	**
	Onboarding	\$1,000
	Phone Number Validation	Included
	Bulk MMS	Declined
	Additional Shared Inboxes High Speed Inboxes	Declined Declined
	High Speed Credits	Declined
	- Contact your Client Success Lead if interested in purchasing any of the above add-ons	Decimed
	Year 1 Investment	\$24,999*
	Year 2 Investment	\$23,999*
	Total Investment	\$48,998*

(continued on next page)

V 10.20

Investment and Authorization

Authorization	By signing, both parties agree to the Investment and Authorization, Terms and Conditions and End User License Agreement included with this document dated December 4, 2020.		
	Morton College	Mongoose Research, Inc.	
		Daller	
	Authorized Signature	Authorized Signature	
		David Marshall	
	Printed Name	Printed Name	
		President	
	Title	Title	
		12/4/2020	
	Date	Date	

V 10.20 4

Terms and Conditions

Morton College, located at 3801 S Central Ave, Cicero, IL 60804 ("Morton College") and Mongoose Research, Inc. located at 6506 E. Quaker St Ste 202, Orchard Park, NY 14127 ("Mongoose") agree on Friday, December 4, 2020, that the following terms and conditions will apply to any goods sold and services provided under this agreement ("Agreement").

- **1. Fees:** Morton College agrees to pay to Mongoose the purchase price and fees in the amounts set forth on the investment section of this contract hereto for the goods and services provided hereunder.
- **2. Invoices:** Mongoose shall invoice Morton College upon contract authorization. If the term is renewed, future terms will also be billed in advance annually on the renewal date.
- **3. Payment Terms:** Payment terms are net cash due and payable thirty (30) days after receipt of any invoice issued by Mongoose under this Agreement. Interest shall accrue on any amounts due and unpaid more than forty-five (45) days after the invoice is received at a rate equal to the lesser of 1 1/2% per month, or the highest rate permitted by law. In the event Morton College questions the amounts charged on any invoice, it must communicate those questions to Mongoose within Fifteen (15) business days of Morton College's receipt of such invoice.
- **4. License Terms:** Mongoose licenses the Cadence Texting Platform to Morton College pursuant to the Cadence End User License Agreement attached to this Agreement (Version 10.20) which is incorporated herein by reference in its entirety.
- 5. Confidential Information: Both parties shall maintain as confidential and shall not disclose, reproduce, copy, publish, distribute, or use for purposes other than the performance of the terms of this Agreement or as required by law, any information which relates to the other party's business affairs, products, services, trade secrets, technology, inventions, ideas, know-how, audiovisual media, research and development, pricing, employee information or the terms of this Agreement ("Confidential Information") and each agrees to protect the Confidential Information with the same degree of care that it exercises to protect its own confidential information but in no event with less than reasonable care. Confidential Information shall not include information which: (1) is publicly known through no direct or indirect fault of the recipient; (2) thereafter becomes, available to the recipient on a non-confidential basis from a thirdparty source, provided that such third party is not and was not prohibited from disclosing such Confidential Information; (3) was known by or in the possession of the recipient, as established by documentary evidence, prior to being disclosed by or on behalf of the disclosing party; or (4) was or is independently developed by the recipient, as established by documentary evidence, without reference to or use of, in whole or in part, any of the disclosing party's Confidential Information. Upon expiration or termination of this Agreement or upon the request of the other party, each party agrees to immediately return or properly dispose of the other's Confidential Information and provide written confirmation of disposal. Breach of confidentiality may cause irreparable damage and, therefore, the injured party shall have the right to equitable and injunctive relief and to recover damages (including attorney's fees and costs) incurred in connection with any violation hereof.

(continued on next page)

V 10.20 5

Terms and Conditions

The recipient may disclose the disclosing party's Confidential Information pursuant to applicable federal, state or local law, regulation or a valid order issued by a court or governmental agency of competent jurisdiction, provided that the recipient shall first provide the disclosing party with: (a) prompt written notice of such requirement so that the disclosing party may seek, at its sole cost and expense, a protective order or other remedy; and (b) reasonable assistance, at the disclosing party's sole cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure.

- **6. Termination:** This Agreement may be immediately terminated by either party at any time upon its discovery of a material breach by the other party of its obligations thereunder, including without limitation the timely payment of all invoices pursuant to paragraph 3 above; provided, however, that the party seeking termination provide written notice to the other party of its material breach of this Agreement, and that such breach not be cured within thirty (30) days after receiving such written notice. Morton College has the right to terminate contract with just cause of default in services. Upon termination, there is the option to purchase Cadence texting numbers for a fee of \$1,500.
- **7. Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of New York, without reference to conflict of law principles.
- **8. Indemnity:** Each party shall indemnify and hold harmless the other, and each of such other party's officers, employees, and directors against any loss, liability, claim, or expense incurred by an indemnified party as a result of any third party claim or action against the indemnified party arising from the indemnifying party's failure to comply with its obligations hereunder to the extent that such liability, loss, claim, or expense are caused by the actions of the indemnifying party and not caused by any actions of the other party.
- **9. Modifications:** This agreement shall not be amended or modified unless set forth in writing and signed by authorized representatives of Morton College and Mongoose.
- **10:** Acceptance: This Agreement becomes binding upon the acceptance by a representative of Morton College and Mongoose duly authorized to execute such agreements.
- 11. Term: Mongoose shall provide enhancement and support services under this Agreement until December 30, 2022 ("Term End Date'). If High Speed has been purchased, it is the sole responsibility of Morton College to pay any negative credit balances if High Speed or the Cadence Agreement is not renewed. Furthermore, any remaining credits (positive credit balances) are lost and will not be refunded. Renewal terms to be discussed prior to the term end date. If Mongoose is not in receipt of an executed renewal contract by the term end date and the platform continues to be used, Morton College will be invoiced for any overage time plus ten percent (10%).

V 10.20

End User License Agreement

Customer is authorized to use the Cadence Texting Platform ("Cadence Platform") only for the internal purposes of Customer, and only within the offices of Customer specified in the applicable Investment and Authorization. Phone Number Validation will only be used for contact phone numbers currently used with or intended for use with the Cadence platform in the offices specified in this Agreement. Only Customer's employees may use and access the Cadence Platform by and on behalf of Customer. Customer shall not otherwise use, share, copy, access or allow access to the Cadence Platform. Customer's license is non-exclusive, terminating, revocable and non-transferable, for time period specified in the applicable Order Form(s), subject to full payment by Customer. Customer shall not directly or indirectly, (a) sell, assign, lease, sublicense, disclose grant access to, or otherwise transfer the Cadence Platform or any copy thereof to any other party; (b) copy the Cadence Platform, modify the Cadence Platform or create derivative works thereof; or (c) attempt to adapt, decipher, reverse translate, decompile, disassemble or otherwise reverse engineer, reconstruct or discover any source code or underlying ideas, algorithms, processes know-how or other related technology of the Cadence Platform, unless permitted by law, in which case Customer shall give advance notice to Mongoose Research, Inc. ("Mongoose") and an opportunity to meet Customer's legally recognized need in other manners.

THE CADENCE PLATFORM MAY NOT BE UTILIZED FOR EMERGENCY ALERTS. ANY ATTEMPT TO DO SO MAY RESULT IN IMMEDIATE TERMINATION OF THE CUSTOMER'S RIGHT TO UTILIZE THE CADENCE PLATFORM AS DETERMINED BY MONGOOSE.

The Customer shall have access to the Cadence Platform from evergreen web browsers (browsers that are automatically upgraded to future versions) which currently include Google Chrome, Microsoft Edge, and Firefox. Cadence also works on the proprietary browser Safari. Access to the Cadence Platform includes the ability to use both end user texting and administrative functions.

All right, title and interest in the Cadence Platform, including any and all copyrights, patent rights, trade secrets, trademarks, service marks, trade names and any other statutory or common law intellectual property or other proprietary rights related to the Cadence Platform are owned by Mongoose and/or Mongoose's subsidiaries, third party licensors, suppliers or vendors. Customer shall obtain no intellectual property ownership regarding the Cadence Platform and hereby assigns to Mongoose, any enhancement of the Cadence Platform generated in the course of this Agreement. Customer will not, at any time, do, or omit to do, anything which is likely to prejudice Mongoose's or any of Mongoose's subsidiaries, third party licensors', suppliers' or vendors' ownership of any intellectual property rights in the Cadence Platform (or any component thereof). Customer will not remove, suppress or modify in any way any proprietary marking, including any trademark or copyright notice, on or in the Cadence Platform or on or in any component thereof.

Upon termination or expiration of this Agreement, Customer shall cease all use of the Cadence Platform and shall return or destroy the same together with all copies and all documentation and related materials.

(continued on next page)

V 10.20 7

End User License Agreement

Customer shall strictly adhere to any and all applicable laws, regulations or guidelines, as well as any professional or ethical codes, relating to the use of data, including, without limitation, all restrictions relating to the privacy of any personally identifiable information or other information. All mobile phone numbers are to be provided by Customer, and Customer shall have sole responsibility for determining and warrants that those mobile phone numbers are held on an "opt-in" basis – where appropriate - under which the owner of the mobile phone number has agreed to the receipt of text message on behalf of Customer under applicable law. Customer shall have sole responsibility for receiving, processing and warrants that it will process within ten (10) days any and all removal requests received by mobile phone number owners.

MONGOOSE FURNISHES THE CADENCE PLATFORM "AS IS". MONGOOSE AND ITS THIRD PARTY LICENSORS, SUPPLIERS OR VENDORS DISCLAIM ALL REPRESENTATIONS AND WARRANTIES, WHETHER ORAL OR WRITTEN, INCLUDING WITHOUT LIMITATION WARRANTIES OF ACCURACY, TIMELINESS, COMPLETENESS, RESULTS, AND IMPLIED WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, EVEN IF MONGOOSE OR ITS THIRD PARTY LICENSORS, SUPPLIERS OR VENDORS HAVE BEEN INFORMED OF SUCH PURPOSE, OR ANY REPRESENTATIONS AND WARRANTIES ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING, OR USAGE OF TRADE. THE CADENCE PLATFORM MAY INVOLVE DATA TRANSMISSION OVER THE INTERNET AND, AS SUCH, MONGOOSE DOES NOT WARRANT THAT THE CADENCE PLATFORM WILL BE UNINTERRUPTED OR ERROR FREE. SIMILARLY, AS THE DATA BEING USED IN THE CADENCE PLATFORM ORIGINATES FROM CUSTOMER, NEITHER MONGOOSE NOR ANY OF ITS THIRD-PARTY LICENSORS, SUPPLIERS OR VENDORS MAKES ANY WARRANTY AS TO THE ACCURACY, COMPLETENESS OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH THE CADENCE PLATFORM.

UNDER NO CIRCUMSTANCES WILL MONGOOSE OR ANY OF ITS THIRD PARTY LICENSORS, SUPPLIERS OR VENDORS BE LIABLE TO CUSTOMER FOR ANY DIRECT, SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, COMPENSATION, REIMBURSEMENT OR DAMAGES ON ACCOUNT OF THE LOSS OF PRESENT OR PROSPECTIVE PROFITS OR COMMITMENTS, WHETHER MADE IN THE ESTABLISHMENT, DEVELOPMENT OR MAINTENANCE OF BUSINESS REPUTATION OR GOODWILL, FOR LOSS OF DATA, COST OF SUBSTITUTE SOFTWARE, COST OF CAPITAL, AND THE CLAIMS OF ANY THIRD PARTY, OR FOR ANY OTHER REASON WHATSOEVER.

V 10.20

Standard Clinical Affiliation Agreement Nursing

2020

This agreement is designed for use as a standardized form. Parties should call one another's attention to any specific changes made or proposed to be made to the template, to ensure an accurate, common understanding of their agreement.

AFFILIATION AGREEMENT BETWEEN

Morton College & Berwyn South School District 100

THIS AGREEMENT (the "Agreement") is entered into on December 16, 2020, by, and between <u>Berwyn South School District 100</u> ("the Facility") and <u>Morton College</u> ("the School").

WHEREAS, the School desires to utilize various Facility sites (<u>Exhibit A</u>) that may be available for the purpose of providing practical learning and clinical experiences (<u>see Exhibit B for a list of programs and Exhibit C for program-specific requirements)</u> in connection with students of the School.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students.** The School shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the School's curriculum.

2. Student professional liability insurance.

(i) State Colleges and Universities

If the School is a state college or university, the School shall require students participating in the practicum to maintain and, the School shall provide proof to the Facility, of a personal student professional liability insurance policy of at least One Million Dollars (\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate covering the acts of such student while participating in the program at the Facility.

- (a) General Liability: Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party.
- (b) Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
- (c) Provided further, in the event required insurance coverage is not provided or is canceled, the Facility may terminate the placement of the student.

(ii) Other Colleges and Universities

Unless otherwise specified in Exhibit C, the School shall require students participating in the practicum to maintain, and the School shall provide proof to the Facility of, a personal student professional liability insurance policy of at least One Million Dollars

(\$1,000,000.00) per occurrence or claim and Three Million Dollars (\$3,000,000.00) in the aggregate; and general liability coverage of at least One Million Dollars (\$1,000,000) per occurrence or claim and Two Million Dollars (\$2,000,000) in the aggregate covering the acts of such student while participating in the program. Such insurance coverage must be placed with an insurance carrier acceptable to the facility. Certificates of insurance evidencing coverage as specified above must be produced prior to student participation in the program. The School shall require students participating in the program to maintain comprehensive health insurance. In the event required insurance coverage is not provided or is canceled, the Facility may terminate the placement of the student.

3. **Designation of liaison to Facility; communications relating to clinical placements.** The School will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical, and by letter or telephone in other instances.

The School shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

- 4. Evidence of student certifications, vaccinations, etc. Where applicable, the School shall provide evidence that student has met all requirements of CPR certification, hepatitis B and influenza vaccinations, and OSHA compliance for prevention of transmission of blood borne pathogens and TB.
- 5. **Criminal background check and drug screen compliance.** Where applicable, a criminal background check and drug screen, as specified in Exhibit C, and as required by and acceptable to the Facility, are required of each placed student prior to participation in the clinical rotation. It is the School's responsibility to ensure that the background check and drug screening have been completed and that students with unacceptable results will not participate at sites where students with such results are forbidden by policy.
- 6. **School notices to students.** The School shall notify each student prior to his/her arrival at the Facility that he/she is required to:
 - (a) Follow the administrative policies, standards, and practices of the Facility.
 - (b) Obtain medical care at his/her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.
 - (c) Provide his/her own transportation and living arrangements.
 - (d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.
 - (e) Conform to the standards and practices established by the School while functioning at the Facility.

- (f) Obtain prior written approval of the Facility and the School before publishing any material relating to the clinical learning experience.
- (g) Meet the personal, ethical and professional standards required of employees of the Facility and consistent with the applicable professional Code of Ethics and the applicable standards of JCAHO and/or other relevant accrediting or regulatory bodies.

B. FACILITY RESPONSIBILITIES:

- 1. **Provision of facilities for supervised clinical experiences.** Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the School in order to provide supervised clinical experiences to students. Such facilities shall include an environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures.
- 2. Facility rules applicable to students during clinical assignments. Students are to remain subject to the authority, policies, and regulations imposed by the School and, during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility.
- 3. **Patient care.** While at the Facility, students are not to replace the Facility staff, and are not to render service except as identified for educational value and delineated in the jointly planned educational experiences. Any such direct contact between a student and a patient shall be under the proximate supervision of a member of the staff of the Facility. The Facility shall at all times remain responsible for patient care.
- 4. **Emergency treatment of students.** Emergency outpatient treatment will be available to students while in the hospital for clinical training in case of accident or illness. In case of emergency at a non-hospital site, standard procedure will be followed. It is the student's responsibility to bear the cost of the emergency treatment.
- 5. **Designation of liaison to School; communications relating to clinical placements.** The Facility shall designate a liaison responsible for coordinating the clinical placements. That person shall maintain contact with the School's designated liaison person to assure mutual participation in and surveillance of the clinical program. The Facility shall notify the School in writing of any change or proposed change of the person(s) responsible for coordinating the clinical placements.
- 6. **Identity and credentials of Facility supervising personnel.** The Facility shall designate and submit in writing to the School, the name and professional and academic credentials of the individual(s) overseeing student(s) experiences.
- 7. **School tour of Facility.** The Facility shall, on reasonable request and subject to legal restrictions regarding patient health information, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by

representatives of the School and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

- 8. **Provision of relevant Facility policies.** The Facility shall provide the student(s) and the School the Facility's administrative policies, standards and practices relevant to the clinical placement.
- 9. **FERPA compliance.** The Facility shall comply with the applicable provisions of the Family Educational Rights and Privacy Act of 1974, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the School's students who train at the Facility pursuant to this agreement.

C. OTHER RESPONSIBILITIES:

- 1. Compliance with patient privacy laws. The School agrees to abide by and require that its faculty and students abide by all applicable state and federal laws, rules and regulations regarding patient privacy, including but not limited to, the Standards for Privacy of Individually Identifiable Health Information as required under the Health Insurance Portability and Accountability Act (HIPAA). Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of patient information and the use of all such information. The parties will notify one another if there are known breaches of this confidentiality. If during the term of this Agreement, the Department of Health and Human Services, Office of Civil Rights or any other empowered federal or state agency, court or administrative tribunal determines that the School or any other educational institution similar to the School is a Business Associate ("Business Associate"), as described in the federal privacy regulations, the School shall, upon a date mutually agreed by the parties, abide by the conditions and requirements as stated in Exhibit D through the remainder of the term of this Agreement.
- 2. **Determination of instructional period.** The course of instruction will cover a period of time as arranged between the School and the Facility. The beginning dates and length of experience shall be mutually agreed upon by the School and the Facility.
- 3. **Determination of number of participating students.** The number of students eligible to participate in the clinical placement will be determined and may be changed by mutual agreement of the parties. Notwithstanding the foregoing, the Facility and the School agree and understand that the availability of clinical placements at Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the School and adequate time for the School to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the School who are similarly displaced from other clinical affiliates of the School to the extent that clinical space is available at the Facility.
- 4. **Evaluation of students' clinical experiences.** Evaluation of the clinical learning experiences of the students will be accomplished jointly by the School and the Facility.

Appropriate School and the Facility staff will communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. Removal of students.

- (a) The School has the right to remove a student from a clinical education program. The School shall notify the Facility of such removal in writing.
- (b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its patients, staff members, visitors, or operations. In such event, the Facility shall notify the School in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the School in writing of the reasons for the removal and shall consult with the School before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for three (3) years, to commence on January 1, 2021 and terminate one December 31, 2023. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

- 1. **Stipulations as to liability.** Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.
- 2. **Indemnification.** Each party will indemnify and hold the other harmless from and against all claims, demands, costs, expenses, liabilities and losses, including reasonable attorneys' fees, that may arise against the other as a consequence of any and all wrongful or negligent acts or omissions by such party, its employees, agents, students or contractors, or any failure of such party to act in performance of its duties and obligations under this Agreement. The provisions of this Section shall survive termination of this Agreement
- 3. **Additional insurance coverage**. Any additional applicable insurance coverage requirements shall be set out by the parties in Exhibit C to this agreement.
- 4. **Qualifications of School faculty.** The School represents and warrants that relevant faculty members are appropriately certified and/or licensed. The School will provide the Facility with copies of evidence of certifications or licensures.

- 5. **Assignment of Agreement.** This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.
- 6. **Excluded Providers.** Each party represents that neither it nor any of its employees and agents is excluded as a provider under Medicare or Medicaid or under any other federal or state health care program.
- 7. **Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.
- 8. **Severability.** If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.
- 9. **Non-Discrimination**. The parties hereto shall abide by the requirements of Executive Order 11246, 42 U.S.C. Section 2000d and the regulations thereto, as may be amended from time to time, the Illinois Human Rights Act, and the Rules and Regulations of the Illinois Department of Human Rights. There shall be no unlawful discrimination or treatment because of race, color, religion, sex, national origin, age, ancestry, military status, sexual orientation, physical or mental disability, order of protection status, marital status or other legally protected category in the placement/removal, employment, training, or promotion of students or personnel engaged in the performance of this Agreement.
- 10. **Employment status.** No assigned student or School faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any fringe benefits, Worker's Compensation, disability benefits or other rights normally afforded to employees of the Facility.
- 11. **Notice to Parties.** Any notice, demand or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the School, by notifying the Facility, and in the case of the Facility, by notifying the School:

If to the Facility:

Mary Havis, Superintendent Berwyn South School District 100 3401 S. Gunderson Berwyn, IL 60402

With a Copy to:

Facility Legal Counsel at:
DelGaldo Law Group, LLC
1441 S. Harlem Ave.
Berwyn, IL 60402
(708) 222-7000

If to the School:

Stanley Fields, President Morton College 3801 S. Central Avenue Attention: Stanley Fields Phone: (708) 656-8000

With a Copy to:

The School Legal Counsel at: DelGaldo Law Group, LLC 1441 S. Harlem Ave. Berwyn, IL 60402 (708) 222-7000

or to such other addresses as the parties may specify in writing from time to time.

- 12. **Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.
- 13. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
- 14. **No Third-Party Beneficiaries.** This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.
- 15. **Agreement binding on parties' successors and assigns.** This Agreement shall be binding upon the School and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

16. **Captions for reference only.** The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of Berwyn South School District 100	Morton College	
Administrator	President	
Title:	Title:	
Date:	Date:	

EXHIBIT A

[LOCATION OF FACILITY SITES]

Freedom Middle School 3016 S. Ridgeland Avenue

Heritage Middle School 6850 W. 31st Street

Emerson Elementary School 6850 W. 31st Street

Hiawatha Elementary School 6539 W. 26th Street

Irving Elementary School 3501 S. Clinton

Komensky Elementary School 2515 Cuyler Avenue

Pershing Elementary School 6537 W. 37th Street

Piper Elementary School 2435 S. Kenilworth

EXHIBIT B

[LIST OF PROGRAMS]

Nursing Program

Morton College 3801 S. Central Avenue Cicero, IL 60804

EXHIBIT C

PROGRAM SPECIFIC REQUIREMENTS
(Each program shall have its own program specific requirement checklist)

Facility:

Cabooli

	School:		
	Program:		
Facility requires:		Yes	No
1. Proof of student professional and general liability insurance (paragraph A	x.2)	X	
2. Proof of comprehensive health insurance (paragraph A.2)		X	
3. Verification that students have met requirements for:		Λ	
(paragraph A.4) a. Negative annual TB test or chest x-ray b. Rubella, Rubeola and Mumps with proof of immunization or titer		X X	
c. Varicella with proof of immunization or titer d. Hepatitis B with proof of disease/immunization or immunity by titer e. Current American Heart Association Healthcare Provider CPR card		X X X	
f. OSHA compliance for prevention of transmission of bloodborne pathogens	and TB	X	
g. Other	-		
If yes, type of check	-		
5. Drug screen (paragraph A.5) If yes, type of screening	_		
6. Acceptance of faith-based provision addendum (if included)			
7. Evidence of relevant faculties' certifications or licensures (paragraph E.3)		\mathbf{X}	
8. Additional insurance coverage (paragraph E.2) If yes, type of insurance and coverage required	<u> </u>		
9. Other	_		
School requires:			
1. Copy of relevant Facility policies (paragraph B.8)			
2. Evidence of academic credentials, certifications and licensures of individual overseeing student(s) experiences (paragraph B.6)	l(s)		
3. Other			

EXHIBIT D

Confidentiality of Protected Health Information

1. <u>Definitions</u>

The following definitions apply to this Exhibit to the Agreement.

- a. Business Associate. "Business Associate" shall mean ("The School").
- b. Facility. "Facility" shall mean
- c. <u>Individual</u>. "Individual" shall refer to a patient and have all the same meaning as the term "individual" in 45 CFR §164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR §164.502(g).
- d. <u>Privacy Rule</u>. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
- e. <u>Protected Health Information</u>. Protected Health Information ("**PHI**") shall have the same meaning as the term "PHI" in 45 CFR §164.501, limited to the information created or received by Business Associate from or on behalf of Facility.
- f. Required By Law. "Required By Law" shall have the same meaning as the term "required by law" in 45 CFR §164.501.
- g. <u>Secretary</u>. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- h. <u>Capital Terms</u>. All other capital terms referenced herein shall bear the meaning ascribed thereto in the Agreement.

2. Obligations of Business Associate

- a. Business Associate agrees to not use or disclose PHI other than as permitted or required by the Agreement or as Required By Law.
- b. Business Associate agrees to use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by the Agreement.
- c. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of the Agreement.
- d. Business Associate agrees to report to the Facility any use or disclosure of the PHI not provided for by the Agreement of which it becomes aware.
- e. Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by Business Associate on behalf of the Facility, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.
- f. If Business Associate obtains PHI in a Designated Record Set, Business Associate shall provide access, at the request of the Facility, and in the mutually agreed time and manner, to any such PHI in a Designated Record Set, to the Facility or, as directed by the Facility, to an Individual in order to meet the requirements under 45 CFR §164.524.

- g. If Business Associate obtains PHI in a Designated Record Set, Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Facility directs or agrees to pursuant to 45 CFR §164.526 at the request of the Facility or an Individual, and in the mutually agreed time and manner.
- h. Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of the Facility, available to the Facility or to the Secretary, in a mutually agreed time and manner or as designated by the Secretary, for purposes of the Secretary determining the Facility's compliance with the Privacy Rule.
- i. Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528.
- j. Business Associate agrees to provide to the Facility or an Individual, in a mutually agreed time and manner, PHI obtained in accordance with this Agreement, to permit the Facility to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528.
- 3. Permitted Uses and Disclosures by Business Associate Except as otherwise limited in the Agreement, Business Associate may use or disclose PHI to perform functions related to the clinical portion of the Program under the Affiliation Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by the Facility or the minimum necessary policies and procedures of the Facility.

4. Obligations of the Facility and Provisions for the Facility to Inform Business Associate of Privacy Practices and Restrictions if Relevant to Business Arrangement

- a. The Facility shall notify Business Associate of any limitation(s) in its notice of privacy practices of Facility in accordance with 45 CFR §164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
- b. The Facility shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
- c. The Facility shall notify Business Associate of any restriction to the use or disclosure of PHI that the Facility has agreed to in accordance with 45 CFR §164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
- **Permissible Requests by the Facility.** The Facility shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by the Facility.

6. Term and Termination

- a. <u>Term.</u> The obligations of this Attachment shall be effective upon the same date as the Effective date of the Agreement and shall continue until all PHI provided by Facility to Business Associate, or created or received by Business Associate on behalf of the Facility, is destroyed or returned to Facility. If it is infeasible to return or destroy PHI, all protections are extended to such PHI, in accordance with the termination provisions in this Section of the Attachment.
- b. <u>Termination for Cause.</u> Upon the Facility's knowledge of a material breach of this Attachment by Business Associate, the Facility shall either:

- (i) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Agreement if Business Associate does not cure the breach or end the violation within the time specified by and to the satisfaction of the Facility;
- (ii) Immediately terminate the Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
- (iii) If neither termination nor cure is feasible, the Facility shall report the violation to the Secretary.
- c. Except as provided in Section 7 of this Attachment, upon termination of the Agreement, for any reason, Business Associate shall return or destroy all PHI received from the Facility, or created or received by Business Associate on behalf of the Facility. If Business Associate destroys all or some of the PHI, Business Associate shall deliver to the Facility an authorized and executed Affidavit, attesting to the facts of such destruction. Business Associate shall retain no copies of the PHI. This subsection shall also apply to PHI that is in the possession of subcontractors or agents of Business Associate
- d. In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to the Facility notification of the conditions that make return or destruction infeasible. Upon mutual agreement between Business Associate and the Facility, that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Attachment to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.
- 7. <u>Interpretation.</u> Any ambiguity in this Attachment shall be resolved to permit the Facility to comply with the Privacy Rule.

PROPOSED ACTION:

THAT THE BOARD APPROVE MORTON COLLEGE & BERWYN SOUTH SCHOOL DISTRICT 100

RATIONALE:

To allow for clinical experiences for our students.

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

\$ 0.00

ATTACHMENT:

A RESOLUTION APPROVING AND ADOPTING AN AFFILIATION AGREEMENT BETWEEN

MORTON COMMUNITY COLLEGE DISTRICT 527 AND

BERWYN SOUTH SCHOOL DISTRICT 100

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 (110 ILCS 805/1-1 et seq.) (the "Act"), as supplemented and amended; and

WHEREAS, Section 10 of Article VI of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*, as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency in the State of Illinois; and

WHEREAS, Berwyn South School District 100 ("Berwyn South") may be a unit of local government and public agency of the State of Illinois; and

WHEREAS, the educational program at Morton for Nursing ("Program") has a clinical component; and

WHEREAS, each student enrolled in the Program must complete the clinical component in order to graduate from the Program; and

WHEREAS, Berwyn South has available a facility or facilities able to provide students a practical learning and clinical experience to satisfy the clinical component of the Program; and

WHEREAS, Morton desires to enter into the affiliation agreement with Berwyn South to provide Morton students a clinical setting to satisfy the clinical component of the Program (and said Agreement is attached hereto as Exhibit A and is hereinafter referred to as the "Agreement"); and

WHEREAS, Berwyn South desires to enter into the Agreement with Morton to provide students with a clinical setting so they can satisfy the clinical component of the Program; 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 enter into the Agreement attached hereto as Exhibit A to allow its students to do required clinical work with Berwyn South.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District No. 527 that:

Section 1. Incorporation of Preambles.

The Board hereby finds that all 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 President or his designee to enter into the Agreement with Berwyn South, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the Agreement and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The Board hereby authorizes and directs the President or his designee to enter into and approve the Agreement in accordance with its terms, or any modification thereof, and to ratify any

and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and directs the President or his designee to execute the applicable Agreement, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and the Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute the Agreement and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

Section 4. 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 5. 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 6. 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 7. Effective Date.

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

This Resolution shall be effective and in full force December 16, 2020.
Passed by a vote of ayes and nays at a Regular Meeting of the Board of Trustees held this 6 th day of December, 2020.
Chair, Board of Trustees
Ilinois Community College District No. 527
Attest:

EXHIBIT A



Change Order

PROJECT: (Name and address)

Theater Upgrades Morton College

OWNER: (Name and address)

Morton College 3801 S. Central Ave.

Cicero, IL 60804

CONTRACT INFORMATION:

Contract For: General Construction

Date: May 28, 2020

ARCHITECT: (Name and address) Demonica Kemper Architects, LLC 125 N. Halsted St., Suite 301

Chicago, IL 60661

CHANGE ORDER INFORMATION:

Change Order Number: 004 Date: December 4, 2020

CONTRACTOR: (Name and address) Lo Destro Construction Company 211 E. Ontario St., Suite 500

Chicago, IL 60611

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Complete the work outlined in the following PCOs and related RFPs. Revised drawings, specifications, and directions that are included with the RFPs and PCOs are hereby incorporated into the contract documents.

PCO 010 - RFP 013: Sound Booth Countertop ADD \$2,661.54

PCO 011 - RFP 018: Back wall finishes ADD \$57,043,35

PCO 014: Limestone and concrete at new storefront ADD \$3,045.00

PCO 015 - RFP 009: Provide bathroom ceiling furring ADD \$4,761.75

PCO 18: Furring at storage room walls ADD \$3,276.00

PCO 019 - RFP 016: Remove lobby can lights and fans ADD \$4,681.36

PCO 020 - RFP 013: Electrical at storefront ADD \$1,349.07

PCO 021 - RFP 017: Control Room finishes ADD \$12,505.48

PCO 022: Rework existing low voltage cabling in lobby ADD \$819.00

PCO 028: Allowance draw for unforseen conditions **DEDUCT (\$30,000.00)**

PCO 032 - RFP 013: Sound Booth Glass ADD \$1,508.85

PCO 035: F5 fixture covers at lower level step lights ADD \$1,365.00

PCO 036: Power for sound booth signage ADD \$950.25

PCO 037: Lobby Light Fixture Trim ADD \$3,471.30

TOTAL CHANGE ORDER ADD \$10,394.60

The original Contract Sum was	\$ 1,202,792.00
The net change by previously authorized Change Orders	\$ 93.871.62
The Contract Sum prior to this Change Order was	\$ 1,296,663.62
The Contract Sum will be increased by this Change Order in the amount of	\$ 10.394.60
The new Contract Sum including this Change Order will be	\$ 1,307,058.22

The Contract Time will be unchanged by Zero (0) days. The new date of Substantial Completion will be unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Demonica Kemper Architects, LLC	Lo Destro Construction Company	Morton College
ARCHITEÇT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
Britis	delin	
SIGNATURE	SIGNATURE	SIGNATURE
Mr. Brian Essig, AIA, Senior Associate	Mr. Brent Lo Destro, President	
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
12/8/20	2020.11.04	
DATE	DATE	DATE



Change Order

PROJECT: (Name and address)

Theater Upgrades Morton College

OWNER: (Name and address)

Morton College 3801 S. Central Ave.

Cicero, IL 60804

CONTRACT INFORMATION:

Contract For: General Construction

Date: May 28, 2020

ARCHITECT: (Name and address) Demonica Kemper Architects, LLC 125 N. Halsted St., Suite 301

Chicago, IL 60661

CHANGE ORDER INFORMATION:

Change Order Number: 004 Date: December 4, 2020

CONTRACTOR: (Name and address) Lo Destro Construction Company 211 E. Ontario St., Suite 500

Chicago, IL 60611

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Complete the work outlined in the following PCOs and related RFPs. Revised drawings, specifications, and directions that are included with the RFPs and PCOs are hereby incorporated into the contract documents.

PCO 010 - RFP 013: Sound Booth Countertop

ADD \$2,661.54

PCO 011 - RFP 018: Back wall finishes

ADD \$57,043.35

PCO 014: Limestone and concrete at new storefront

ADD \$3,045.00

PCO 015 - RFP 009: Provide bathroom ceiling furring

ADD \$4,761.75

PCO 18: Furring at storage room walls

ADD \$3,276.00

PCO 019 - RFP 016: Remove lobby can lights and fans

ADD \$4,681.36

PCO 020 - RFP 013: Electrical at storefront

ADD \$1,349.07

PCO 021 - RFP 017: Control Room finishes

ADD \$12,505.48

PCO 022: Rework existing low voltage cabling in lobby

ADD \$819.00

PCO 028: Allowance draw for unforseen conditions

DEDUCT (\$30,000.00)

PCO 032 - RFP 013: Sound Booth Glass

ADD \$1,508.85

PCO 035: F5 fixture covers at lower level step lights

ADD \$1,365.00

PCO 036: Power for sound booth signage ADD \$950.25

PCO 037: Lobby Light Fixture Trim ADD \$3,471.30

TOTAL CHANGE ORDER ADD \$10,394.60

The original Contract Sum was	\$ 1,202,792.00
The net change by previously authorized Change Orders	\$ 93,871.62
The Contract Sum prior to this Change Order was	\$ 1,296,663.62
The Contract Sum will be increased by this Change Order in the amount of	\$ 10,394.60
The new Contract Sum including this Change Order will be	\$ 1,307,058.22

The Contract Time will be unchanged by Zero (0) days. The new date of Substantial Completion will be unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Demonica Kemper Architects, LLC	Lo Destro Construction Company	Morton College
ARCHITECT (Firm name)	CONTRACTOR Win name)	OWNER (Firm name)
Drifting	Adm	
SIGNATURE	SIGNATURE	SIGNATURE
Mr. Brian Essig, AIA, Senior Associate	Mr. Brent Lo Destro, President	
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
12/8/20	2020. (1. 04	
DATE	DATE	DATE

PROPOSED ACTION:

THAT THE BOARD APPROVE CHAMBERLAIN UNIVERSITY MOU.

RATIONALE: To allow students internship

[Required by Board Policy 2.3, the Board-Union Agreement, and Chapter 110, Act 805, Section 3-26 of the *Illinois Compiled Statutes*]

COST ANALYSIS:

\$ 0.00

ATTACHMENT:

A RESOLUTION APPROVING AND ADOPTING A MEMORANDUM OF UNDERSTANING

BETWEEN

MORTON COLLEGE, COMMUNITY COLLEGE DISTRICT NO. 527 AND

CHAMBERLAIN UNIVERSITY

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 (110 ILCS 805/1-1 et seq.) (the "Act"), as supplemented and amended; and

WHEREAS, Section 10 of Article VI of the Constitution of the State of Illinois provides for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*, as supplemented and amended), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by any such public agency in the State of Illinois; and

WHEREAS, Chamberlain University ("Chamberlain") may be a unit of local government and public agency of the State of Illinois; and

WHEREAS, the Morton wishes to enter into a Memorandum of Understanding ("MOU") with Chamberlain to provide Chamberlain's students in its Master of Science in Nursing Program with opportunities for a practicum experience at Morton ("Practicum"); and

WHEREAS, Chamberlain, a for-profit healthcare and nursing school with locations across the United States and online programs, wishes to enter into this MOU with Morton so that Chamberlain's students may participate in the Practicum (and said MOU is attached hereto as

Exhibit A and is hereinafter referred to as 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 enter into the MOU attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

Section 1. Incorporation of Preambles.

The Board hereby finds that all 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 President or his designee to enter into the MOU with Chamberlain, and to further authorize the President or his designee to take all steps necessary to carry out the terms of the MOU and to ratify any steps taken to effectuate those goals.

Section 3. Authorization.

The Board hereby authorizes and directs the President or his designee to enter into and approve the MOU in accordance with its terms, or any modification thereof, and to ratify any and all previous action taken to effectuate the intent of this Resolution. The Board authorizes and directs the President or his designee to execute the applicable MOU, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and the Board further authorizes the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The President or his designee is hereby authorized and directed to execute the MOU and any and all such other documents as may be necessary to carry out and effectuate the purpose of this Resolution.

Section 4. 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 5. 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 6. 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 7. Effective Date.

Illinois Community College District No. 527

This Resolution shall be effective and in full force December 16, 2020.

Passed by a vote of ayes and nays at a Re 16 th day of December, 2020.	egular Meeting of the Board of Trustees held this
Chair, Board of Trustees Illinois Community College District No. 527	
Attest:	
Secretary, Board of Trustees	

EXHIBIT A



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/08/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the noticy(les) must have ADDITIONAL INSURED provisions or be endorsed

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).										
	DUCER	<u> </u>	00.1	The state of the s	CONTA NAME:	СТ	<i>,</i> -			
Marsh USA Inc.			PHONE FAX							
1560 Sawgrass Corporate Pkwy, Suite 300 Sunrise. FL 33323				E-MAIL ADDRE	o, Ext):		(A/C, No):			
Suillist, L 33323			ADDRE					1		
100/	77710 CAMUL 20 21						• • •	DING COVERAGE		NAIC#
-	77719GAWU-20-21						Property Casualty	Company Of America		25674
INSU	Adtalem Global Education Inc.					ERB: N/A				N/A
	500 West Monroe, 28th Floor Chicago, IL 60661				INSURE	ER C : Travelers I	ndemnity Co Of C	T		25682
	Chicago, ic 6000 i				INSURE	RD:				
					INSURE	RE:				
					INSURE					
				NUMBER:		-005184363-01		REVISION NUMBER: 4	.= = = :	
IN CE	HIS IS TO CERTIFY THAT THE POLICIES DICATED. NOTWITHSTANDING ANY RIERTIFICATE MAY BE ISSUED OR MAY (CLUSIONS AND CONDITIONS OF SUCH	QUIF PERT POLI	REME	NT, TERM OR CONDITION THE INSURANCE AFFORDI LIMITS SHOWN MAY HAVE	OF AN' ED BY	Y CONTRACT THE POLICIE	OR OTHER IS DESCRIBED PAID CLAIMS.	OCCUMENT WITH RESPECT TO	O ALL	WHICH THIS
A	TYPE OF INSURANCE X COMMERCIAL GENERAL LIABILITY	INSD	WVD	TJ-EXGL-1R56918A-20-TIL		07/01/2020	(MM/DD/YYYY) 07/01/2021	LIMIT		1,500,000
^`	CLAIMS-MADE X OCCUR			13-EAGL-1R30910A-20-11L		07/01/2020	07/01/2021	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000
	X SIR: \$500,000							MED EXP (Any one person)	\$	
								PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$	10,000,000
	X POLICY PRO- JECT LOC							PRODUCTS - COMP/OP AGG	\$	2,000,000
	OTHER:								\$	
Α	AUTOMOBILE LIABILITY			TC2J-CAP-1R569178-20-TIL		07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident)	\$	2,000,000
	X ANY AUTO							BODILY INJURY (Per person)	\$	
	OWNED SCHEDULED AUTOS ONLY AUTOS							BODILY INJURY (Per accident)	\$	
	X HIRED X NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
	AUTOS ONLY							(i ei accident)	\$	
	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE							AGGREGATE	\$	
	DED RETENTION \$								\$	
С	WORKERS COMPENSATION			UB-0R464008-20-51-K (AOS)		07/01/2020	07/01/2021	X PER OTH-	Ψ	
Α	AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE			UB-0R465651-20-51-R(AZ,MA,NE	E,WI)	07/01/2020	07/01/2021	E.L. EACH ACCIDENT	\$	1,000,000
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A						E.L. DISEASE - EA EMPLOYEE		1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$	1,000,000
	DESCRIPTION OF OF EIGHTIONS DEIGW							E.E. DIOLAGE -1 OLIGIT LIWIT	Ψ	
DESC	CRIPTION OF OPERATIONS / LOCATIONS / VEHIC	IFS (4	ACORD	101. Additional Remarks Schedul	le. mav h	e attached if mor	e space is require	ed)		
	in College is included as additional insured with resp					e attached il illoi	e space is require	au)		
			,							
<u> </u>										
CEF	RTIFICATE HOLDER			·	CANO	CELLATION				·
Morton College 3801 South Central Avenue Cicero, IL 60804			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.							
			AUTHORIZED REPRESENTATIVE of Marsh USA Inc.							
				Carmen Gordon Learnen Sardan						

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Additional Insured Person(s) or Organization(s):

Any person or entity with whom you have agreed in a written contract, executed prior to loss to name as an additional insured, but only for the limits agreed to in such contract or the limits of insurance of this policy, whichever is less.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

MEMORANDUM OF UNDERSTANDING MASTER OF SCIENCE IN NURSING PROGRAM PRACTICUM

Chamberlain University ("University")

Representative: Terri Toomey

Title: Sr. Manager, Experiential Learning

Operations

500 W. Monroe Street, Suite 28

Chicago, IL 60661

Email: clinicalcontracts@chamberlain.edu

Phone: (630) 487-4350

Morton College ("Facility")

Representative: Dr. Lydia Falbo

Title: Dean of Nursing and Health Science

3801 South Central Avenue

Cicero, IL 60804

E-mail: Lydia.Falbo@morton.edu

Phone: 708-656-8000

It is the intent of the above-named parties (individually referred to as "Party" and collectively referred to as "Parties") to work together to provide the University's students in the Master of Science in Nursing Program ("Nursing Program") with opportunities for a practicum experience at the Facility. To that end, the Parties agree to the following provisions contained in this Memorandum of Understanding ("MOU"):

Responsibilities of University:

- Ensure students have met all applicable University eligibility requirements of the Nursing Program prior to assignment.
- Retain ultimate responsibility for the educational and practicum experience of the Nursing Program, including grading.
- Establish competencies to be addressed during the practicum experience.
- Design the practicum experience as prescribed by the University's curriculum.
- Suggest activities to enhance the practicum experience.
- Provide a faculty member to serve as liaison with the Facility.
- Notify students of their responsibility to abide by the Facility's policies, procedures, rules, and regulations.
- Provide the Facility with course syllabus, expected outcomes, evaluation tools, and the practicum experience requirements of the University.
- Maintain professional and general liability insurance for personal injury and property damage caused by the negligent acts or omissions of its employees, officers and students. Professional liability shall be in the coverage amounts of \$1,000,000 per claim and \$3,000,000 in aggregate and general liability shall be in the coverage amounts of \$1,000,000 per occurrence or claim and \$2,000,000 in aggregate. Certificate of Insurance naming the Facility as an additional insured on the University's general liability policy for purposes of this MOU shall be provided upon request.
- The University agrees to hold harmless and indemnify the Facility, its officers, trustees and employees against losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by the Facility, its officers, trustees or employees, including reasonable attorneys' fees, arising out of the negligent acts or omissions of the University, its officers, students or employees, under this MOU.

Rights and Responsibilities of the Facility:

- Retain ultimate responsibility for patient care at all times. Students and faculty will not be used to provide
 services in place of the Facility staff. The University's Students and faculty are not employees of the Facility
 and are not entitled to any compensation or benefits from the Facility, including Workers' Compensation
 benefits.
- Cooperate with the University's faculty to promote the success of the Nursing Program.
- Remove students from further participation if they does not comply with the Facility's expectations or if the Facility is concerned about safety or patient care.
- Provide equipment & supplies necessary for the practicum experience at the Facility.
- Share guidelines for developing competence in the practicum activities.
- Mentor students in professional development.
- Provide input on student performance, including contribution to any evaluation required by the Nursing Program.
- Maintain insurance coverage in reasonable amounts and with such coverage as may be standard for the industry and geographic area.

The Facility agrees to hold harmless and indemnify the University, its officers, trustees, students and
employees against losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or
incurred by the University, its officers, trustees or employees, including reasonable attorneys' fees, arising
out of the negligent acts or omissions of the Facility, its officers or employees, under this MOU.

Mutual Understandings:

- A student's practicum experience is distinctly separate and apart from the student's work responsibilities and schedule if the student is employed at the Facility. During time designated for the practicum experience, the Facility will not require the student to engage in work-related activities.
- The practicum experience is not a clinical experience. The student is not to engage in direct patient care at the Facility at any time during the hours designated for the practicum experience.
- The Parties hereby incorporate by reference the attached Exhibit A [Facility Specific Requirements].
- All notices and other communications hereunder shall be given in writing and shall be deemed given as of the date of delivery. If mailed, notice shall be sent first class, postage prepaid, certified or registered mail, return receipt requested and becomes effective upon confirmed delivery. Notice will be delivered or sent to the Parties' respective addresses and to the attention of the person set forth above.
- No agreements concerning the transfer or exchange of any asset of either Party is intended or implied by this MOU. The University and Facility are separate and independent institutions of higher education and by this agreement both will continue to operate as separate institutions. The authorized administrators of both Parties are authorized to sign, prepare and implement plans of action and procedures necessary to implement this MOU. None of the benefits of employment with one institution shall be deemed given or transferred to the employees of the other institution, including worker's compensation insurance or the accrual of tenure.
- In no event shall the Facility be liable for any incidental, indirect, special or consequential damages, including, but not limited to, loss of use, revenue, profit or savings.
- Each Party assumes full responsibility for the payment of all federal, state and local taxes it incurs as a result of this MOU.
- This MOU is for a one (1) year term, running from May 1, 2021 through April 30, 2022. Either Party may terminate this Memorandum of Understanding immediately for cause or upon thirty (30) days prior written notice without cause. Termination shall not prevent any student who is currently enrolled from completing the practicum experience.
- Both Parties agree to comply with all applicable laws and regulations, including laws prohibiting
 discrimination. Neither party shall discriminate on the basis of race, color, religion, sex, sexual orientation,
 national origin, ancestry, age, marital status, physical or mental handicap, an unfavorable discharge from
 military service, or any other basis prohibited by law, rule or regulation.
- If any provision of this MOU or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this MOU shall continue to be valid and enforceable to the fullest extent permitted by law.
- This MOU may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
- This MOU shall be governed by and construed in accordance with the substantive laws of the State of Illinois, regardless of any conflict of laws provision. All disputes arising out of this MOU, wherever derived, will be resolved in the Circuit Court of Cook County, Illinois.
- This document shall be the entire understanding and agreement between the Parties with respect to the subject matter set forth herein, and all prior agreements, understandings, covenants, promises, warranties, and representations, oral or written, not incorporated herein are superseded hereby. Any modifications and amendments to this MOU must be in writing and signed by authorized agents of both parties.
- Each of the Parties hereto represents and warrants that it has the full right, power, legal capacity and authority to enter into and perform its respective obligations hereunder.

DocuSigned by:

	Terri Toomey
Morton College, President	Chamberlam University, Sr. Manager, Experiential Learning Operations
	11/25/2020
Date	Date

EXHIBIT A

FACILITY SPECIFIC REQUIREMENTS

Facility: **MORTON COLLEGE** School: CHAMBERLAIN UNIVERSITY

Date Completed: 11/24/2020 By: Debra Kupec Email: Debra.Kupec@morton.edu Program: Nursing

Nursing (ADN, LPN, BSN, RN-BSN Option) → State Specific Requirements Apply

Master of Science, Advanced Practice Nursing Specialties, & Doctor of Nursing Practice → State Specific Requirements Do Not Apply ☐ Facility does NOT have background, drug screen or immunization requirements of student. **Facility Requirements:** Waived Due Please indicate which of the following items are Required NOTES: to required/waived by Site **Employment** 1. Criminal Background Check (criminal history with national & statewide sex offender \boxtimes Click or tap here to enter text. registry check; Two (2) AKA) 2. Drug Screen - Twelve (12) panel Marijuana, Cocaine, Amphetamines, Opiates, Propoxyphene, Oxycodone/Oxymorphone, \boxtimes Click or tap here to enter text. PCP, Barbiturates, Benzodiazepines, Methagualone, Methadone, & Ecstasy 3. Fingerprint Clearance (as required by state law(s) or facility) a) State of Choose an item. fingerprinting Click or tap here to enter text. b) FBI fingerprinting c) OH-BCI fingerprinting (state of Ohio, only) П П 4. State Employee Disqualification List (State of Missouri ONLY) Click or tap here to enter text. 5. Family Care Registry (State of Missouri Requirement ONLY) П Click or tap here to enter text. 6. Confidentiality agreement executed by participating student XП Click or tap here to enter text. \boxtimes П 7. Physical Exam Click or tap here to enter text. 8. Test/Immunization Requirements: Please see #16 "other П П a) 2-Step PPD (one time) requirements". b) PPD (Annually) c) Hepatitis A (only if site requires) Click or tap here to enter text. Titers (only if site requires) Vaccines required if titer does d) Hepatitis B (Vaccine) Titers (only if site requires) not prove immunity. \boxtimes e) Hepatitis C Titers (only if site requires) Click or tap here to enter text. П П Vaccine required if titer does not f) MMR (Vaccine) Titers (only if site requires) prove immunity. \boxtimes g) Polio (only if site requires) Click or tap here to enter text. Titers (only if site requires) П Vaccine required if titer does not h) Varicella (Vaccine) Titers (only if site requires) \boxtimes prove immunity. 9. CPR Certification AHA BLS \boxtimes 10. Proof of Health Insurance \boxtimes П Click or tap here to enter text. \boxtimes П 11. HIPAA Competency (Annually) Click or tap here to enter text. \boxtimes 12. OSHA (Blood Borne Path) Competency (Annually) Click or tap here to enter text. 13. Tetanus (within Ten (10) years) Click or tap here to enter text. a) TDAP Required \boxtimes 14. Meningococcal П П Click or tap here to enter text. 15. Flu Vaccine-Seasonal \boxtimes П Click or tap here to enter text. 16. Other Requirements of Facility П Quantiferon is required for TB \boxtimes Click or tap here to enter text. П П b)

From: <u>Mireya Perez</u>

To: <u>Ana L Valdez</u>; <u>Maria Sanchez Anderson</u>

Cc: Alison Gehrke
Subject: FW: Simucase Quote

Date: Thursday, December 10, 2020 1:08:57 PM

Attachments: Simucase Quote.pdf

image001.png

Please include in board agenda. Alison is working on board action sheet. This will be paid from CARES Grant.

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

From: Alison Gehrke <alison.gehrke@morton.edu> **Sent:** Thursday, December 10, 2020 12:45 PM

To: Mireya Perez <mireya.perez@morton.edu>; Cynthia Lozano <cynthia.lozano@morton.edu>

Cc: Jennifer L Reft < Jennifer.Reft@morton.edu>

Subject: Fw: Simucase Quote

Hello,

I have forward the email from Simucase with the quote and their request for the PO # to be sent to them. I have also attached the quote. Will this be adequate to proceed with payment?

Thank You.



Ali Gehrke PT, DPT

Associate Dean of Health Science Director of Physical Therapist Assistant Program

P: (708) 656-8000, Ext. 2380 E: Alison.gehrke@morton.edu

www.morton.edu

PROPOSED ACTION:

That the board approve the purchase of student memberships for Simucase, utilizing CARES funds, for the PTA Program. Simucase is a personal learning platform to help students succeed. It combines the power of simulation-based learning with a comprehensive patient video library.

RATIONALE:

Simucase is simulation technology that allows users to observe, assess, diagnose, and provide intervention for virtual patients. This helps members master specific clinical skills, meet and evaluate clinical competencies, and practice interprofessional collaboration. This is necessary since due to COVID we have students not able to go out on their clinical and must continue to fulfill the course requirements and prepare for success in their future clinicals. Students must complete their clinicals successfully in order to graduate from the program.

COST ANALYSIS:

This will be purchased using CARES funds.

Discounts are provided if the university is funding. If the university is purchasing then it would be \$89/student for 1-69 annual memberships. We have 26 students that will need immediate access which would come to \$2,314.00. Faculty will be given free access with student use.

\$ 2,314.00

ATTACHMENT:



Morton College-PTA

Morton College

Alison Gehrke

Program Director alison.gehrke@morton.edu (708) 656-8000 ext. 2380 Reference: 20201210-113020511

Prepared: December 10, 2020 Expires: March 10, 2021 Prepared by: Lynn Bedalov

PT Associate Editor

lynn.bedalov@simucase.com

+1 (855) 747-9547

Jennifer Reft

PTA program Instructor jennifer.reft@morton.edu 708-656-8000 ext. 2291

Products & Services

Item & Description	Quantity	Unit Price	Total
Simucase PT annual membership - \$89 Simucase annual membership - \$89	26	\$89.00	\$2,314.00 for 1 year
Subtotals			
One-time subtotal			\$2,314.00

Total \$2,314.00

Questions? Contact me



Lynn Bedalov PT Associate Editor lynn.bedalov@simucase.com +1 (855) 747-9547

Simucase, LLC P.O. BOX 734838

MORTON COLLEGE ADMINISTRATOR EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), made and effective as of this 19th day of January 2021 (the "Effective Date"), is by and between Morton College, Illinois Community College District No. 527 ("College"), and **Chris Wido**, 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 Fitness and Nutrition Center ("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 Fitness and Nutrition 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 <u>Position.</u> Employee shall be employed as the Director of Fitness and Nutrition Center of the College.
- Duties. Employee shall perform the duties, undertake the responsibilities and exercise the authority customarily performed by persons employed as the Director of Fitness and Nutrition 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 Director of Fitness and Nutrition Center 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. <u>TERM:</u>

The term of Employee's employment shall commence on the 19th day of January 2021 (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 <u>Base Salary.</u> Employee shall receive an annual base salary of Sixty-five thousand dollars. \$65,000.00 for Fiscal Year 2020 -2021 (January 19, 2021 -June 30, 2021) which amount shall be prorated to the Termination Date if said Termination Date shall be earlier than June 30, 2021.
 - 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 <u>Illinois State Universities Retirement System.</u> 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. <u>Comprehensive Medical Insurance</u>. 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. <u>Dental Insurance</u>. 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. <u>Vision Insurance</u>. 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. <u>Life Insurance.</u> 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-two (22) 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 carryover a maximum of twenty (20) vacation days annually. Effective July 1st, if you have more than the maximum allowance, your vacation account will be adjusted to the maximum allowance of twenty (20) 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 <u>Communication Devices</u>. 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 <u>Termination due to Disability.</u> 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 <u>Termination by the College for Cause.</u> 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 <u>Termination by Employee for Good Reason.</u> 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 <u>Termination upon Notice</u>. Either Party may unilaterally terminate Employee's employment upon ninety (90) days' written notice to the non-terminating Party.

5.5 <u>Termination due to Death</u>. 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: Chris Wido

9. <u>MISCELLANEOUS:</u>

- 9.1 <u>Acknowledgement and Indemnification</u>. 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 <u>Construction and Governing Law.</u> 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 <u>Severability.</u> The provisions of this Agreement shall be deemedseverable, 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 <u>Entire Agreement.</u> 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 <u>Headings.</u> 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 <u>Signing in Counterparts.</u> 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 <u>Assignment.</u> 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 18th day of December, 2020.

Executed:	
Stanley S. Fields Ph.D. Morton College	Date
Chris Wido Employee	Date

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE FRANCISCO HERNANDEZ AS A NEW NURSING FACULTY POSITION FOR THE HEALTH SCIENCE DEPARTMENT WITH AN EFFECTIVE START DATE OF JANUARY 4, 2021

RATIONALE: Increase enrollment in the Nursing Program and replacing

a faculty member who resigned.

COST ANALYSIS: \$54,600.00

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE DR. NICOLE ROUSSEAU AS A NEW FT SOCIOLOGY FACULTY FOR THE BEHAVORIAL AND SOCIAL SCIENCES DEPARTMENT WITH AN EFFECTIVE START DATE OF JANUARY 14, 2020.

RATIONALE THIS HIRE WILL REPLACE THE VACANCY FOR A FULL-

TIME SOCIOLOGY FACULTY. DR. ROUSSEAU WILL BE THE ONLY FULL-TIME FACULTY MEMBER THAT WILL TEACH SOCIOLOGY AT MORTON COLLEGE. IN ADDITION TO A PHD IN SOCIOLOGY, DR. ROUSSEAU WILL BRING 16

YEARS OF TEACHING EXPERIENCE TO THIS ROLE

COST ANALYSIS: \$74,092.00 BASED ON THE FACULTY UNION CONTRACT, PHD.

LANE AND CREDIT FOR 11 YEARS OF TEACHING EXPERIENCE (ALTHOUGH DR. ROUSSEAU HAS 16 YEARS OF EXPERERIENCE,

THE MAX IS 11 YEARS CREDIT PER CONTRACT).

MORTON COLLEGE BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

PROPOSED ACTION: THAT THE BOARD APPROVE Crystal Shannon AS A NEW adjunct faculty for THE PTA Department WITH AN EFFECTIVE START DATE OF January 19, 2020

RATIONALE

The PTA Program requires a qualified instructor with orthopedic experience to teach the Spring 2021 course PHT 123: Systems and Interventions I: Orthopedics. The previous adjunct instructor that was qualified to teach the course is no longer able to teach the course do to moving out of state.

<u>COST ANALYSIS</u>: This course will be worth 8 ECH – 8 Hrs/Week (Spring 2021 Semester). The salary range will be \$7658.00, this is \$957.22/ECH. This is taken from the adjunct union contract table for compensation and the candidate, Crystal Shannon, has a doctorate degree.



Job Title: ICAPS Bilingual Aide

Range: Non-Union

Grant-Funded: FY2021 Innovative Bridge and Transition Grant, 100%

Reports to and Evaluated by:

Associate Dean for Strategic Initiatives for Adult & CTE

Required Qualifications:

Associate's degree in Education or related field. At least one year of experience tutoring high school, college, or adult students. Experience with English to Spanish and Spanish to English translation. Knowledge of current methods of teaching/ tutoring English as a Second Language. Must be bilingual and fluent in Spanish and English. Must demonstrate excellent person-to-person communication and computer skills; a positive attitude, patience, resiliency, dependability, and a strong desire to help students gain confidence. This position may be required to work at off-campus sites one or more days a week. May need to work occasional evenings and weekends as defined by the needs of the department.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications:

Bachelor's Degree in English, TESOL, Education or a related field. More than three years of experience tutoring adult students. Experience teaching English as a Second Language to adults.

Job Summary:

The Aide will support ESL students in ICAPS programs, provide translation services to Spanish-dominant students in CTE courses, maintain records, advise faculty of student progress, promote the Tutoring Center and Adult Ed tutors, develop instructional materials, schedule tutoring appointments, and perform other job-related duties as assigned. Duties and responsibilities may be modified as the needs of the College change.

Essential Job Functions

 Provide one-to-one and/or group bilingual academic support services in subject matter of students' CTE courses. Job Description: Page 2

• Document and advise faculty regarding student progress in tutoring/language acquisition.

- Instruct students in the use of ESL software such as Burlington English.
- Schedule tutoring appointments with students.

	Perform other duties as assigned
Other Duties:	Complete required training.
Work Environment:	Regular office and work schedule within an office environment, with standard office equipment available.
Physical Demands:	Have the ability to stand for a specified period of time to carry out essential and other duties of the job. Be able to lifting up to 20 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

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
	Date



Job Title: CTE Transition Specialist (Full Time)

Range: Classified Excluded

Grant-Funded: CTE Improvement Grant, 100%

Reports to and Evaluated by:

Associate Dean for Strategic Initiatives for Adult, Career &

Technical Education

Required Qualifications:

A bachelor's degree with coursework or related experience in education, education administration, teaching, counseling, and/or career services. Experience working with postsecondary students or adult learners. Familiarity with the needs of students in Career & Technical Education (CTE) programs. This position may be required to work at off-campus sites one or more days a week. May need to work occasional evenings and weekends as defined by the needs of the department.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications:

Master's degree in Education or Counseling (or a related subject). Experience working with CTE students. Familiarity with career guidance, American Job Centers, retention initiatives, Integrated Education and Training programs, and the Essential Employability Skills Framework.

Job Summary:

Under the direction of the Associate Dean for Strategic Initiatives, the CTE Transition Specialist is responsible for supporting CTE student transition programs. The Specialist will serve as the CTE liaison for student services, coordinating and developing student success initiatives and events. The Specialist will also work with department chairs and the Career Services office to support those nearing certificate completion. This role is also responsible for working with the local American Job Center to support a two-way referral system for CTE programs.

Essential Job Functions

 Collaborate with the local American Job Center to provide students with access to their services. Job Description: Page 2

- Assist CTE Faculty with the implementation of Employability Skills in their classes.
- Serve as the CTE liaison with the Student Services department.
- Support the development of career pathway options and bridge programs for CTE students.
- Work with the Associate Dean to refer students for and help coordinate apprenticeships and internships.
- Support CTE students as they transition into and graduate from CTE programs.
- Serve as the CTE liaison with the tutoring department to ensure students' needs are being met.
- Facilitate student relationships with their instructors by advocating on the students' behalf when necessary.
- Conduct college tours and coordinate guest speakers and workshops on behalf of CTE programs.
- Visit CTE classes to promote campus and community services.
- Represent CTE programs at college events, community events, and other networking opportunities such as career fairs
- Represent CTE programs during the College's annual New Student Orientation.
- Support the development of and participate in orientation sessions for CTE students.

Other Duties:

- Attend all required meetings and training sessions.
- Complete professional development activities as assigned.
- Perform other duties and special projects as assigned.

Work Environment:	Regular office and work schedule within an office environment, with standard office equipment available.
Physical Demands:	Have the ability to stand for a specified period of time to carry out essential and other duties of the job. Be able to lifting up to 20 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.

Job Description:		Page 3
	Classified Classified	d Staff - Campus Safety, Local 73, SEIU, AFL-CIO d Staff - Service Employees, Local 73, SEIU, AFL-CIO d Staff - Part-Time, Local 1600, A.F.T d Staff - Part-Time, Non-Union
	ential functions,	es that the employee has received and read the duties of the position, and the conditions of sitions.
Employee		Date



Job Title: College Health Support Registered Nurse (Part-Time)

Range: NA

Grant-Funded: NA

Reports to and Evaluated by:

Dean of Student Services

Required Qualifications:

ADN required. Graduate of an approved school of professional nursing and currently licensed in Illinois. Ability to exercise initiative and independent judgment. May be available to work some evenings/weekends. Ability to maintain confidentiality.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications:

BSN with school health care experience. Two (2) years' nursing experience. Bilingual (English/Spanish). Experience with public health and medical surgical nursing.

Job Summary:

Under the direction of the Dean of Student Services, this position will provide health services to the community college. The RN will collaborate with the 504/ADA team and be knowledgeable with FERPA guidelines. The RN will collaborate with the counseling center in regards to the mental wellness of college community.

Essential Job Functions

- Responsible for direct and indirect care given to students/employee in compliance with college policies, physician's orders, and the student individualized health plan.
- Administer COVID-19 screening questionnaire to each employee, student and visitors including taking temperatures of individuals entering campus.
- Assist with contract tracing of individuals tested COVID-19 positive
- Corresponds with students/employee on health needs.
- Established process by which to identify student and or employee student health concerns.

Job Description: Page 2

 Administer and monitor any medical treatment and/or medication to students/employees while in school.

- Advice on exclusion and readmission of students/employees in connections with infectious and contagious diseases.
- Review Food Allergy Action Plans, Asthma and Seizure plans.
- Consult with college staff, administrators, physicians, clinics and public health department on College health matters.
- Create list of students with health concerns.
- Develop 504/ADA as appropriate and review/update annually.
- Serve as a resource person on health issues to college, staff and community.
- Assist students and employees in arranging health referral sources.
- Ordering of health supplies for health office as needed.
- Review and update all standard health forms for the College.
- Coordinate on-the-job training for substitute college nurses.
- Assist with health procedures review and revision.
- Prepare health reports for the State of Illinois and health department as needed.
- Provide updates on health issues to the Dean of Health Science.
- Help manage school health web page.
- Ability to maintain confidentiality and comply with HIPAA and all other compliance standards per institutional and state policies
- Conduct in-services for staff and students on health issues.
- Establish health guidelines and policies under the direction of the Dean of Health Science

Other Duties:

 Perform other duties as assigned; but not in the role as Faculty

Work Environment:

College Campus; High risk exposure
 Position has frequent contact with the Morton College
 employees, staff and public. Due to the exposure risk, the
 use of personal protective equipment (PPE) is encouraged
 for this position. General office hazards are present. The
 Health Screener will be working in a potentially high
 COVID-19 exposure environment with known and unknown
 associated health risks.

Job Description: Page 3 Individuals with underlying health conditions who contract COVID-19 have greater risk for morbidity and mortality as defined by the Centers for Disease Control (cdc.gov) and should consider these risks prior to accepting this position. Physical Ability to participate in physical activity. Demands: Extensive bending, stooping, and standing on a regular basis. Lifting up to 35 lbs., with assistance up to 50 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



Job Title: Health Screener - Service Aide (Community Health)

Range: Temporary- Classified Staff - Part-Time, Non-Union

Grant-Funded: N/A

Reports to and

Evaluated by: College Health Support Registered Nurse

Required Qualifications:

High School Diploma or GED. Excellent interpersonal and customer service skills. Fosters Teamwork. Excellent

responsiveness, ability to solve problems and seek input and help. Ability to function well in a high-paced and at times stressful environment. High level of trust, accountability and the ability to maintain confidential information. Due to the exposure risk, the use of personal protective equipment (PPE) is encouraged for this

position.

Must be able to demonstrate the Morton College core values of compassion, fairness, respect, responsibility, tolerance and truth.

Desirable Qualifications:

Bilingual (English/Spanish). Experience in healthcare setting

preferred.

Job Summary:

This position provides COVID-19 screenings to incoming employees, students and visitors to the Morton College Community entering the building.

Essential Job Functions

- Administer COVID-19 screening questionnaire to each employee, student and visitors including taking temperatures of individuals entering campus
- Ensure all employees, students, and visitors are utilizing face masks in appropriate areas of the college
- Maintain a detailed log of daily screenings
- Sanitization of screening stations
- Reviewing questionnaires making sure all questions are answered and inputted correctly
- Critical thinking to assess if person may enter onto campus
- Reporting individuals who are not allowed on campus
- Remain current with CDC guidelines

- Flexible with screening changes related to evolving guidelines
- Must have strong interpersonal skills in serving the public, students and staff
- Ability to maintain confidentiality and comply with HIPAA and all other compliance standards per institutional and state policies

Other Duties:	Perform other duties as assigned
Work Environment:	Morton College Campus. The Health Screener will be working in a potentially high COVID-19 exposure environment with known and unknown associated health risks.
Physical Demands:	Working in a potentially high COVID-19 exposure environment with known and unknown associated health risks. Ability to participate in physical activity. Extensive bending, stooping, and standing on a regular basis. Lifting up to 35 lbs., with assistance up to 50 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-CIC 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



Job Title: Blackboard Services Coordinator

Range: Range VI

Grant-Funded: N/A

Reports to and Evaluated by:

Associate Dean-Learning Resource Center Chief Information

Officer

Required Qualifications:

Bachelor's degree in instructional technology, information

systems, computer science or related field. Previous experience in administrating a Learning Management System (LMS), ideally

Blackboard. Demonstrated ability to create user-friendly

documentation, web pages, and multimedia.

Must be able to demonstrate the Morton College core values of

truth, compassion, fairness, responsibility, and respect.

Desirable Qualifications:

Master's degree in instructional technology, information systems,

computer science or related field. Experience with being liaison with Help Desk/end user support personnel. Experience working

in the higher education setting. Experience with WebCT, ASP.NET, IBM WebSphere, Host Publisher, C#, SQL Server, DB2, Crystal Reports, MS Visio 2003, SCT Plus 2000. Honesty, flexibility, punctuality, and logical reasoning ability. Ability to interact well with students, faculty and staff. Able to communicate

in Spanish.

Job Summary:

To provide overall leadership to College's Learning Management System (LMS) including implementation, development, integration and ongoing operation of the Blackboard learning management system.

Essential Job Functions:

- Serves as the first point of contact for Morton College faculty, students, and staff for issues regarding Blackboard
- Creates Blackboard course templates and shells each semester archives previous semesters, and configures course content and enrollment as needed.
- Creates user-friendly instructional material in various formats including handouts, web pages, and videos

Job Description: Blackboard Services Coordinator

- Provides support to course designers in the areas of multimedia storage, course cloning, coping, backing, retrieving and setup processes within Blackboard
- Prepares and updates documentation for new or existing systems
- Coordinates with Network Administrators in maintaining blackboard server
- Maintenance of current knowledge of relevant technologies as assigned
- Provides technical training and support to MC faculty and staff
- Provides backup support for College website

Other	Duties:	_ [⊃⊵rf
	Dunes.	• •	

Performs related duties as assigned

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 upgrades in our LMS environment.

Physical Demands:

Must be able to sit or stand for long periods of time

Administration - Exempt
Professional Staff - Exempt
Faculty, Local 1600, A.F.T.
Adjunct Faculty, IEA-NEA
Classified Staff - Excluded
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