



**MORTON COLLEGE**  
**Minutes for the Regular Board Meeting**  
**Wednesday, September 22, 2021**

**APPROVED**

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**1. Call to Order**

The Regular Board meeting was called to order by Board Chair Frances Reitz at 11:06 a.m. on Wednesday, September 22, 2021, at the JPAC Theater.

**2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance

**3. Roll Call**

**Present:**

Frances F. Reitz, Trustee  
Anthony Martinucci, Trustee  
Charles Hernandez, Trustee  
Oscar Montiel, Trustee

**Absent:**

Jose Collazo, Trustee  
Susan Banks, Trustee  
Susan Grazinni, Trustee

**Also Present:**

Dr. Stan Fields, President  
Michael Del Galdo, Attorney

**4. Citizen Comments**

None

## **5. Recognition**

Blanca Jara, Vice President of Institutional Advancement provided some background on the planning of The Latino Thought Makers event held on Friday, September 24, 2021. Blanca took the opportunity to expressed her gratitude to the group of people involved on the planning of the event; the production company, Keep It Moving Media , Multi Media, Joseph Florio, Diego Aleman Santiaguillo, Perla Santoyo, Maria Anderson, Ana Valdez, Marisol Velazquez, Michael Kott, Vincent Acevez, and Neil Moss and student aids from various departments.

## **6. Reports**

### **6.1. ICCTA – ACCT – None**

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

### **7.1. Strategic Plan**

Keith McLaughlin, Provost, and Executive Vice President, announced that the college was awarded \$1.2 M from a Federal Grant. He also reported a proposal grant application submitted for an Online Education Grant. He indicated that we are looking for funds to improve the college's online education to continue to grow on the online program, training, and technology.

### **7.2. Strategic Enrollment Plan**

Marisol Velazquez, Associate Provost and Vice President of Student Services, reported on enrollment updates. As of Wednesday, August 18, for the fall 2021 semester, 1% more students are enrolled than last year. The number of enrolled credit hours in 3% more credits is higher than the previous year, excluding Adult Education enrollment. She also noted that new students are more likely to be full-time this year than they were in the past. Continuing students are slightly less likely to be full-time than before. New student registration has increased to recover half of the losses from 2019 to 2020. Continuing student registration has reached parity with last year. Marisol also listed the tip enrolled subjects and classes for the fall semester.

### **7.3. Institutional Advancement**

Irina Cline, Director of Community and Continuing Education, provided updates on the STEAMers Camp 2021, the Multi-level Career Training Programs as the CDL Program. She also noted that she's currently working on obtaining social media internships to help the student gain professional experience.

#### **7.4. Capital Improvements**

Joseph Florio reported on the CDB Program facilities, the handicap elevator, and the Hallway Renovation project.

#### **7.5. Higher Learning Commission (HLC)**

Keith McLaughlin reported that the HLC Focused Visit Team visited Morton College and held meetings with different committees and groups, including the administration. It is most likely that the college will hear the team's recommendations until next February.

#### **7.6. Finance Review**

Mireya Perez, Chief Financial Officer/Treasurer, provided an overview of August 2021 finances, including the Operating Fund, Revenues and Expenditures, and Education Fund Expenditures. A PowerPoint presentation with the reports' totals was projected for the community present during the meeting and included on the board packet.

### **8. Consent Agenda**

Dr. Stan Fields, College President, pointed action items 8.46.1 and 8.42.1. He stated that the salary on each item will be changed based on the recommended candidate's qualifications.

Trustee Martinucci made a motion to establish the Consent Agenda, which includes Agenda items 8.1 to 8.46.1, as listed below.

Trustee Reitz seconded the motion

Ayes: Trustees, Hernandez, Martinucci, Montiel, Reitz.

Nays: None    Absent: Trustees, Collazo, Banks, Grazzini.

Motion Carried

Trustee Martinucci made a motion to approve the amended Consent Agenda, which includes Agenda items 8.1 to 8.46.1, as listed below.

Trustee Reitz seconded the motion

Ayes: Trustees, Hernandez, Martinucci, Montiel, Reitz.

Nays: None    Absent: Trustees, Collazo, Banks, Grazzini.

Motion Carried

- 8.1. Approval of the Minutes of the Regular Board Meeting held on August 25, 2021.
- 8.2. Approval and ratification of accounts payable and payroll for the month of August 2021, in the amount of \$2,842,103.00, and budget transfers, in the amount of \$0.
- 8.3. Approval of the monthly budget report for fiscal year to date ending August 2021.
- 8.4. Approval of the Treasurer's Report for August 2021.
- 8.5. Approval of the American Association of Community Colleges (AACC) institutional membership for fy22, in the amount of \$6,461.00.
- 8.6. Approval of the Accreditation Commission for Education in Nursing, Inc, (ACEN) membership for fy22, in the amount of \$2,875.00.
- 8.7. Approval of the NJCAA Men's Region IV membership, in the amount of \$3,975.00.
- 8.8. Approval of the NJCAA Women's Region IV membership, in the amount of \$3,250.00.
- 8.9. Approval of the NJCAA renewal membership, in the amount of \$3,200.00.
- 8.10. Approval of the NJCAA Coaches Association membership, in the amount of \$1,154.00.
- 8.11. Approval of the fy22 Illinois Council of Community College Presidents (ICCCP) membership, 3rd of 3 annual installments in the amount of \$4,250.00.
- 8.12. Approval of the purchase of one Benchtop NMR Spectrometers Nanalysis from Avantor VWR for the chemistry lab, in the amount of \$65,631.62, funded by the MC-Success Grant.
- 8.13. Approval of the purchase of a system to collect COVID-19 vaccine and test information from CLEARED4WORK Inc., in the amount of \$42,000.00, funded by the HEERF grant.
- 8.14. Approval of the purchase to upgrade the current VMWARE/VSPHERE software from DYOPATH to support the integration of the college's new cameras and door system, in the amount of \$63,287.69, funded by the HEERF funds.
- 8.15. Approval of the 3-year renewal of the college LMS service with Blackboard, in the amount of \$218,132.26, funded by Institutional and HEERF funds.
- 8.16. Approval of the annual fee of the Commission of Accreditation in Physical Therapy Education (CAPTE), for the PTA Program, in the amount of \$4,500.00.
- 8.17. Approval of the 2020 Annual Crime Statistics and Security Report.
- 8.18. Approval of the agreement with Cook County Department of Public Health (CCDPH), to conduct COVID-19 vaccination clinics on the Morton College campus.
- 8.19. Approval of the educational affiliation agreement with Riveredge Hospital for mental health clinical rotations for nursing students.
- 8.20. Approval of the educational affiliation agreement with Rush University Medical Center for clinical rotations for nursing students.

- 8.21. Approval of a resolution adopting Select Rehabilitation, LLC., Master Education Affiliation Agreement.
- 8.22. Approval of St. Rita of Cascia High School Donation Agreement for twenty (20) Zeiss Parfocal binocular microscopes.
- 8.23. Approval of the immunization service agreement with Walgreens for flu vaccinations administered to Health Science students.
- 8.24. Approval of the contract with Heartland Business Systems for telephone maintenance for fy22, in the amount not to exceed \$40,000.00.
- 8.25. Approval of out-of-state travel for the Women's Basketball team to Lawrence, Kansas, from October 15–17, 2021, with the approximate cost of \$2,800.00.
- 8.26. Approval of out-of-state travel for the Women's Basketball to Arizona, from November 10-14, 2021, with the approximate cost of \$8,000.00.
- 8.27. Approval of the first reading of amendments to Board Policy 1.1.1; Duties of the Board of Trustees.
- 8.28. Approval of the first reading of the Board Policy 8.29; Mandatory Retirement Age for Police Officers.
- 8.29. Approval of the Adjunct Faculty Assignment/Employment Report for Fall 2021 semester, in the amount of \$561,047.96
- 8.30. Approval of the Faculty Overload Report for Fall 2021 semester, in the amount of \$318,942.28.
- 8.31. Approval of change order #001 for All Type Elevators for elevator car upgrade, in the amount of \$13,828.00.
- 8.32. Approval of change orders #1, #3, and #5 for LoDestro Construction Co., for theater upgrades, in the amount of \$42,577.48.
- 8.33. Approval of the services by Restore Construction Inc., for the demolition work at the sports fields, in the amount of \$34,000.00.
- 8.34. Approval of the proposal of Huff Company to furnish and install ceiling baffles for the gymnasium in the amount of \$49,900.00.
- 8.35. Approval to rescind the approval of the lowest responsible bidder for the gymnasium acoustics project to LoDestro Construction Company.
- 8.36. Approval of the Facility Use Application for Real Estate Institute (REI), December 18–19, 2021, Saturday and Sunday from 8 AM to 5 PM.
- 8.37. Approval of granting tenure to 5 instructors who have successfully completed the three-year tenure process. Continuing employment of 5 non-tenured instructors for an additional academic year of tenure-track review until the Fall 2022 semester, and not continuing the employment of one (1) full-time tenure-track instructor beyond the Fall 2021 semester.

8.38. Approval of the lane change, new salary per the Collective Bargaining Agreement (CBA), for Bryant Manning, English Faculty, effective August 23, 2021, in the amount of \$65,894.00.

8.39. Approval of a 10% salary increase for Nancy Jeffries with new Administrative Assistant Nursing job, title, effective September 27, 2021.

8.40. Approval of New Job Descriptions

8.40.1. Paramedic Instructor

8.40.2. Service Aide Panther Pantry

8.40.3. Culinary Instructor

8.40.4. Academic Director of Online Learning

8.40.5. Coordinator of Clinical Learning for Health Careers

8.41. Approval of Updated Job Descriptions

8.41.1. Administrative Assistant Nursing

8.41.2. Administrative Assistant Allied Health/PTA

8.41.3. Executive Assistant Dean's Office

8.42. Approval of Full-Time Employment

8.42.1. Diego Aleman Santiaguillo, Alumni Relations Coordinator, \$65,000.00, effective September 27, 2021.

8.42.2. Andrea Cervantes, Help Desk and Technical Support Specialist, \$49,000.00, effective September 27, 2021.

8.42.3. Kara Kennedy, Coordinator of Student Disability Services, \$69,000.00, effective October 12, 2021.

8.43. Approval of Part-Time Employment

8.43.1. Sabrina Lopez, Student Aide Student Activities Office, effective September 27, 2021.

8.43.2. Vanessa Castro, Student Aide Student Activities Office, effective September 27, 2021.

8.43.3. Liliana Rizo Perez, Student Aide Library, effective September 27, 2021.

8.43.4. Jorge Vega Cervantes, Student Aide Library, effective September 27, 2021.

8.43.5. Angel Perez, Student Aide Library, effective September 27, 2021.

8.43.6. Brenda Villegas, Student Aide Library, effective September 27, 2021.

8.43.7. Alexander Gutierrez, Circulation Librarian, \$23.00 per hour, effective September 27, 2021.

8.43.8. Rebeka Tovar, Fitness Center Specialist, \$16.15 per hour, effective September 27, 2021.

8.44. Approval of Transfer Employment

8.44.1. Patricia Haro, Advisor Clerk I, \$41,540.00, effective September 27, 2021.

8.44.2. Amy Kinney, Administrative Assistant to Allied Health/PTA, \$46,991.00, effective September 27, 2021.

8.45. Approval of Resignations

8.45.1. Erika P. Tejada, Director of Grants and Compliance, Adult Education, Community Programing & Outreach, effective September 10, 2021.

8.45.2. Stanley Boateng, Part-Time Fitness Center Specialist, effective August 26, 2021.

8.46. Approval of Termination

8.46.1. Angel P. Sarabia, Part-Time Campus Police Officer, effective September 17, 2021.

**9. Adjournment**

Trustee Martinucci made a motion adjourned the regular meeting of the Board.

Trustee Montiel seconded the motion

Ayes: Trustees, Hernandez, Martinucci, Montiel, Reitz.

Nays: None Absent: Trustees, Collazo, Banks, Grazzini.

Motion Carried

The meeting was adjourned at 12:02 p.m.

/s/ Frances Reitz  
Board Chair

/s/ Jose Collazo  
Board Secretary