



MORTON COLLEGE BOARD POLICY

Illinois Community College District No. 527

TITLE: Duties of the Board of Trustees

NO. 1.1.1

SECTION: Board of Trustees

PAGE: 1 of 2

It shall be the duty of the Board, in matters of:

A. Students

1. To adopt policy for admission of students which does not conflict with law.
2. To adopt policy for the authorization of applications to the State Board for new units of instruction.

B. Personnel

1. To make appointments and fix the salaries of a chief administrative officer, who shall be the executive officer of the Board, other administrative personnel, and all full-time faculty.
2. To act upon the dismissal of a full time contractual employee on the recommendation of the President.
3. To employ such temporary part-time faculty and all classified personnel as are needed, establishing policies governing employment and dismissal, as well as fixing the amount of their compensation.
4. To appoint the treasurer who is to receive the taxes of the district and to notify the County Treasurer in writing accordingly. See Board Policy No. 1.5.6.
5. To appoint a licensed public accountant to conduct an audit at the end of the fiscal year. See Board Policy No. 1.5.9.
6. To appoint legal counsel. See Board Policy No. 1.5.10.

C. Policy and Administration

1. To adopt and enforce all necessary policies for the management and governance of the community college.

DATE APPROVED BY BOARD OF TRUSTEES: March 24, 1983; November 28, 2018; October 27, 2021

DATES REVISED: April 24, 1986; February 22, 1996; October 25, 2001; March 26, 2014; October 17, 2018

DATE LAST REVIEWED: November 2013; October 17, 2018; September 22, 2021.



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1. To provide administrative services for all elections, including those for Trustees in accordance with the law.

D. Business and Finance

1. To adopt policy which will substantiate all claims for state aid and the maintenance of such records in accordance with the law.
2. To adopt policy for the revenues necessary to maintain a community college.
3. To adopt policy for securing adequate insurance as provided by law.
4. To authorize payment of all bids and orders properly documented; establish such revolving funds as are necessary; and provide policy governing the collection of funds in the name of the college.
5. To adopt policy for the publication of an annual financial statement in accordance with the regulations of the State Board.
6. To adopt policy for the letting of all contracts for supplies, materials, or work in excess of \$25,000 in compliance with the law.
7. To engage in joint purchases with other governmental units as appropriate.

E. Other

1. To engage in Board-related developmental activities on a periodic basis.
 2. To serve as final Court of Appeal for all students and staff of the college.
 3. To perform all such other acts as required by state and federal law, rules and regulations of the State Boards and other duly authorized agencies.
 4. To comply with the required annual filing deadline of the Statements of Economic Interest and other requirements of the Illinois Governmental Ethics. The Clerk of the Board shall monitor and report compliance to the Board Chair and President of the college.
 5. To meet the Illinois Public Act 99-692 requirements for Professional Development Leadership training. The Clerk of the Board shall monitor and report compliance to the Board Chair and President of the College.
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