

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, January 26, 2006, in the Board Room, Room A217, in Building A on the Campus.

Chair Lowe called the meeting to order at 7 p.m. Secretary Kurtz called the roll, and the following were present:

Dr. Glosson
Ms. Kurtz
Mrs. Larson
Mr. Lowe
Ms. Miller
Mr. Summers
Ms. Walters
Mr. Love

Attorney Sandra Kerrick was present as legal counsel.

APPROVAL OF AGENDA

Chair Lowe stated that the agenda stands as presented.

APPROVAL OF MINUTES: Regular Board Meeting December 15, 2005
Regular Board Meeting December 15, 2005 Closed Session

Hearing no objections, both minutes were approved as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Governor's Proclamation Commemorating the 40th Anniversary of the Illinois Community College System Presented by Marikay Hegarty, Member of the Illinois Community College Board

President Packard introduced Ms. Hegarty, member of the Illinois Community College Board, who, on behalf of ICCB and Governor Blagojavich, presented the Governor's Proclamation Commemorating the 40th Anniversary of the Illinois Community College System.

In response to a request by Trustee Glosson, Ms. Hegarty will furnish her opening comments.

COMMITTEE REPORTS

A. Finance Committee

Trustee Miller, Chair of the Finance Committee, reported on the recent Finance Committee

meeting and highlighted the following: (1) RFP for Management Company; (2) funds needed in the future for technology and software changes; (3) the budget process; and (4) audit response and procedures for the fiscal year ending June 30, 2006.

B. Committee of the Whole

Trustee Larson, Chair of the Committee of the Whole, reported on the following from the recent Committee of the Whole meeting: (1) information on server consolidation and virtualization; (2) a demonstration of Office Depot online ordering; (3) an explanation of the Five-Year Financial Plan; (4) an overview of the College's security policy; (4) preparation of the Organizational Audit RFP; (5) January Requests to Purchase; and (6) discussion of the Board Nominating Committee.

ICCTA REPORT

Mr. Summers reported that the ACCT Legislative Summit will be held in Washington in early February, and that the ICCTA meeting will also be held at that time.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation Liaison, reported on several items including the following:

- Foundation Golf Outing, on June 19 at Crystal Lake County Club, with several early-bird sponsors already in place;
- \$502,000 received in pledges and gifts for the Corporate Training and Small Business Development Center;
- Appeals to join alumni association being sent to recent graduates; and
- Approval by the Foundation Mini-Grant Committee of 9 mini-grants totaling \$27,999.

PRESIDENT'S REPORT

President Packard reported that the College surpassed its United Way goal and will be presented with a special thanks award at the United Way Banquet. He noted that the Executive Council served lunch in the cafeteria on Monday as a thank you to the College community. Dr. Packard also reported that ICCTA Lobby Day will be held on Wednesday, March 29, in Springfield; that

enrollment is approximately 3% above last year; that Dr. Young was part of a National Association of Biology Teachers group that went to China for an exchange on Biology Education; that a letter of inquiry was sent to the Illinois Clean Energy Community Foundation to support the installation of a wind turbine on campus; and that MCC faculty is involved with a three-year “Teaching American History” grant from the U.S. Department of Education in collaboration with several public schools and administered by Woodstock District #200.

PRESENTATION

Government Finance Officers Association Distinguished Budget Presentation Award

Dr. Packard presented the Government Finance Officers Association Distinguished Budget Presentation Award to Dr. Ally, Vice President for Administrative Services/Treasurer. Dr. Ally stated that he was thrilled to be receiving this award for the fourth year in a row and acknowledged the work of Mr. McDonald and his entire staff.

COMMUNICATIONS

a. Faculty Report

Dr. Sager stated that faculty had a very good start to the semester. He noted that workshops were accepted really well by faculty, who felt they had an excellent opportunity to interact. Dr. Sager informed the Board that classes are very full this semester and that several classes are over the class maximum. He called attention to two items that are in the packet in accordance with the faculty contract: Minimum Qualifications and the Master Seniority List. He explained that the seniority list is used for the possibility of a reduction in force.

Dr. Sager stated that the retirement announcements in the Board packet saddened him, but he wishes the retirees well as they venture on. He gave special recognition to Nancy Loomis and Deb Patton who have served the College very well over the years. He commended them as excellent leaders who have challenged us to move above and beyond.

Dr. Sager in his role as Mayor of Woodstock stated that the Groundhog Day events on the Square will be featured on Thursday morning on the Spike O’Dell show.

b. Staff Council Report

No report was given.

c. Student Trustee Report

Mr. Love reported that several students were involved in a panel on Staff Development Day on the topic of plagiarism.

APPROVAL OF CONSENT AGENDA

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 905 - \$2,838,399.43, Board Report #06-1
 - c. Voucher 906 - \$247,272.59, Board Report #06-2
- C. Requests to Purchase
 - a. Replacement Bindery Equipment, Board Report #06-3
 - b. Catalog Conversion and Hosting Service, Board Report #06-4
 - c. Core Technology Components for McHenry Site, Board Report #06-5
 - d. Contract Training, Board Report #06-6
 - e. Trips and Tours, Board Report #06-7
 - f. Virtual Server, Board Report #06-8
- D. Personnel
 - a. Personnel Adjustments for Fall 2005 Transfer and Occupational Courses, Board Report #05-113 Addendum
 - b. Personnel Adjustments for Spring 2006 Transfer and Occupational Courses, Board Report #06-14
 - c. Continuing and Professional Education Personnel Considerations for Spring 2006, Board Report #06-15
 - d. Adult Education Personnel Considerations for Spring 2006, Board Report #06-16 Addendum
 - e. Appointment of New Career Services Specialist, Board Report #06-17
 - f. Appointment of New Director of Corporate Training and Business Center, Board Report #06-18
 - g. Appointment of Replacement Lead Campus Safety and Security Office/Evenings, Board Report #06-19
 - h. Interim Duties – Corporate and Continuing Education Departments, Board Report #06-20
 - i. Appointment of Coaching Staff for 2005-2006, Board Report #06-21
 - j. New and Revised Faculty Positions for FY 2007, Board Report #06-22
 - k. Retirement, Board Report #06-23
 - l. Retirement, Board Report #06-24
 - m. Retirement, Board Report #06-25
 - n. Salary/Advanced Placement Adjustments, Board Report #05-26

For Information

- A. Organizational Changes
- B. Quarterly Report on Grants
- C. Emergency Acquisitions

- a. Replacement Network Server
- b. Underground Sewer Repair at McHenry Site
- c. Duct Work Replacement
- D. Follow-up to Request for Alternative Energy Curriculum
- E. Resignations

Chair Lowe asked to remove the following: Request to Join US Communities Government

Purchasing Alliance and Renew Office Depot Supply contract, Board Report #05-170

POSTPONED 11/17/05 and 12/15/05, and Request to Purchase Item f., Virtual Server, Board

Report #06-8. Mrs. Larson made a motion, seconded by Mr. Love, to approve the Consent

Agenda minus the two items removed. All were in favor and the motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Regarding Board Report #06-8, Virtual Server, Ms. Miller expressed concern over the expenditure of money at this time when we are on the verge of an organizational audit.

Trustees Larson and Kurtz and Student Trustee Love spoke in favor of going ahead with this

purchase. President Packard stated that moving in this direction allows us to have much

needed disaster recovery that we currently do not have. Ms. Kurtz made a motion to approve

Board Report #06-8, and Mr. Love seconded the motion. When the roll was called, all were in

favor and the motion carried.

Regarding Board Report #05-170, Mrs. Larson suggested that this be approved only through

December of 2006. Dr. Glosson made a motion to approve Board Report #05-170 and Mrs.

Larson seconded. Secretary Kurtz called the roll called and all in favor. The motion carried.

OPEN FOR BOARD MEMBERS

A. Mission Statement

B. Board Calendar

Ms. Walters asked the status for replacement computers, and Mr. Linehan stated that we are

presently talking to multiple vendors. He stated that we anticipate a three-year lease and

anticipates bringing a proposal to the February or March Board meeting. He noted that he will

be bringing in a request for approximately 370 units. Chair Lowe asked about the advantage of

LCDs to CRTs. Mr. Linehan stated that presently we have been offered CRT monitors at \$25 each. Dr. Packard stated that this item will be brought to a Committee of the Whole Meeting. Chair Lowe asked that the specs be given to Board members when they are ready.

Dr. Glosson explained that it is good to reflect on the College's mission statement, and all Board members were in agreement.

Mrs. Larson asked that electronic Board packets be put on the agenda of the next Committee of the Whole meeting.

Chair Lowe called for a five-minute break before going into Closed Session.

CLOSED SESSION

Ms. Miller made a motion to move into Closed Session to discuss: (1) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and (2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity. Ms. Walters seconded the motion. When the roll was called, all were in favor and the motion carried.

ADJOURNMENT

At 9:45 p.m., with no further business, the meeting adjourned.

Donna Kurtz, Secretary