

**MINUTES**  
**REGULAR BOARD MEETING**  
**of McHENRY COUNTY COLLEGE**

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, May 26, 2005, 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.

PLEDGE OF ALLEGIANCE

Chair Lowe led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Chair Lowe noted that the Agenda for this meeting was revised to add the following two Board Reports: under Item 14. H. Building Remodeling, a. Lab E-215, Board Report #05-82, and b. Lab E-218, Board Report #05-83. He also stated that Item I. l. Administrative Compensation, Board Report #05-79, which was not available when the Board Packets went out, was at their places tonight.

APPROVAL OF MINUTES: Canvass Meeting April 21, 2005  
Final Meeting of the Retiring Board April 21, 2005  
Organizational Meeting April 21, 2005  
Regular Board Meeting April 21, 2005

Chair Lowe pointed out that in the Organizational Meeting minutes, line 3 should read "Final Meeting of the Retiring Board" and not "Canvass Meeting." He then stated that hearing no

objections, all minutes stand approved. Dr. Glosson reported that she purchased two books on Servant Leadership that will be placed in the Library in the name of Nick Kachiroubas, former trustee.

#### APPOINTMENT OF COMMITTEES

Chair Lowe announced the following Board committee appointments:

Finance – Ms. Miller, Chair, Ms. Kurtz, Mr. Summers, Ms. Walters

Facility Planning/Facilities – Mrs. Larson, Chair, Mr. Lowe, Ms. Kurtz, Mr. Summers

Evaluation – Dr. Glosson, Chair, Ms. Kurtz, Ms. Miller

Board Policy Review – No appointments to be made at this time.

Technology – Mrs. Larson, Chair, Entire Board

Negotiations Advisory – Mr. Lowe, Chair, Mrs. Larson

Mr. Lowe stated that the Board Retreat will take place on June 28, starting at 2 p.m., at Bull Valley Golf Club, and a facilitator will be brought in from ICCTA.

Mr. Lowe asked about having the Board photo taken on Thursday, before the June meeting. As all Board members will not be present, photos will not be taken on that date.

#### APPOINTMENT OF FOUNDATION LIAISON

Chair Lowe stated that Ms. Walters will continue as Foundation liaison and Ms. Kurtz will serve as alternate.

#### OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

#### COMMITTEE OF THE WHOLE REPORT

Trustee Larson, Chair of the Committee of the Whole, highlighted the following from the meeting of May 23: (1) meeting with City of Crystal Lake officials regarding the Campus Master Plan; (2) letter from IDOT regarding the status of IDOT's plan for the improvement of U.S. Route 14; (3) update on facility development at Route 31 site; (4) FY 06 Budget; and, (5) Employee

Compensation.

#### ICCTA REPORT

Trustee Summers reported that Mr. Lowe, Dr. Packard and himself were in Springfield for ICCTA Lobby Day, which he found to be very informative and beneficial. He also spoke of the upcoming North Suburban Region Trustees Dinner Meeting at Oakton on June 15, and the Annual Meeting at the Hyatt Regency in Chicago on June 16 and 17.

#### FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation liaison, thanked Chair Lowe for her continued appointment as Foundation representative and expressed her pleasure at having Trustee Kurtz appointed as alternate. She then reported that the Foundation's Strategic Planning has begun and that there will soon be an opportunity for the Board to offer its input. Mr. Like stated that the Annual Golf Outing will be held on May 31 and noted that sponsorship is very good.

#### PRESIDENT'S REPORT

President Packard invited the Board to GED Graduation on June 12 in the Conference Center and reported on the following:

- On schedule for updating the College's Strategic Plan as part of our preparation for joining AQIP;
- Dr. Quirk selected to receive the Practitioner Recognition Award from the National Council for Community College Research and Planning;
- Both the men's baseball and women's softball teams nationally ranked in the NJCAA Top 25 during the past season and finishing in second place in the Skyway Conference;
- Sports Camps for children in grades 3 through 9 will be held this summer;
- Art student Debra Virgens selected as one of seven winners in artistic categories at the 2005 Annual Collegiate Artists Competition;

- Dr. Giuliani, Director of Distance Education, appointed to serve on the Instructional Technology Council Board of Directors; and
- Community Service Award for 2004 received by the MCC Fitness Center from Northern Illinois Special Recreation Association (NISRA).

### PRESENTATION

There was no presentation at this time; however, there was a tour of the newly remodeled areas prior to the Board meeting. Chair Lowe expressed appreciation to the staff involved in these areas.

### COMMUNICATIONS

#### Faculty Report

No report was given.

#### Staff Council Report

No report was given.

#### Student Trustee Report

Mr. Love shared items of his written report with the Board.

### APPROVAL OF CONSENT AGENDA

#### **For Approval**

- A. Executive Summary
- B. Financial Statements
  - a. Treasurer's Report
  - b. Voucher 888 - \$1,323,590.62, Board Report #05-63
  - c. Voucher 889 - \$282,939.85, Board Report #05-64
- C. Request to Purchase
  - a. Vital Simulator Manikins, Board Report #05-65
  - b. Copy Paper, Board Report #05-65
  - c. Children's Learning Center Concrete Surfacing for Toddler Playground, Board Report #05-67
- D. Contract for Emergency Medial Technician (EMT) Training, Board Report #05-68
- E. Adobe Software Applications License, Board Report #05-69
- F. Appointment of Firm for Alumni Database Update, Board Report #05-70
- G. University Center Lease Amendment, Board Report #05-71
- H. Building E Remodeling
  - a. Lab E 215, Board Report #05-82
  - b. Lab E 218, Board Report #05-83
- I. Personnel
  - a. Personnel Adjustments for Spring 2005 Transfer and Occupational Courses, Board Report #04-195 Addendum
  - b. Personnel Adjustments for Summer 2005 Transfer and Occupational Courses, Board Report #05-72

- c. Adult Education Personnel Considerations for Spring 2005, Board Report #05-9 Addendum
- d. Continuing and Professional Education Appointments for Spring 2005, Board Report #05-29 Addendum
- e. Continuing and Professional Education Appointments for Summer 2005, Board Report #05-59 Addendum
- f. Appointment of Coaching Staff, Board Report #05-73
- g. New and Eliminated Positions, Board Report #05-74
- h. Appointment of New Coordinator of Bridge Grant, Board Report #05-75
- i. Appointment of Replacement Graphics Specialist, Board Report #05-76
- j. Appointment of Replacement Student Development Advisor, Board Report #05-77
- k. Appointment of Replacement Student Development Advisor, Board Report #05-78
- l. Administrative Compensation, Board Report #05-79
- m. Retirement, Board Report #05-80
- n. Salary/Advanced Placement Adjustments, Board Report #05-81

**For Information**

- A. Resignation
- B. Resignation
- C. Sale of Surplus Property-Route 31 Site

Dr. Glosson asked that Board Report #05-63, Voucher 888, and Board Report #05-68, Contract for Emergency Medical Technician (EMT) Training, be removed. Mrs. Larson made a motion for approval of the Consent Agenda items. Ms. Kurtz seconded the motion. When the roll was called all were in favor/ The motion carried.

**ACTION ON ITEMS REMOVED FROM CONSENT AGENDA**

Ms. Walters made a motion to approve Board Report #05-63 and Board Report #05-68. Ms. Larson seconded the motion. When the roll was called, Dr. Glosson abstained. All others voted in favor. The motion carried.

**OPEN FOR BOARD MEMBERS**

Ms. Walters encouraged people to purchase raffle tickets for the upcoming Foundation drawing. Chair Lowe called for a five-minute break.

**CLOSED SESSION**

A motion was made by Dr. Glosson to move into Closed Session to discuss security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff or public property. Ms. Larson seconded the motion. The roll was called and all were in favor.

Ms. Walters made a motion, seconded by Ms. Miller, to move out of Closed Session. Secretary

Kurtz called the roll and all were in favor. The motion carried.

ADJOURNMENT

At 8:25 p.m., with no further business, the meeting adjourned.

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Donna Kurtz, Secretary