

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, February 22, 2007, in the Board Room, Room A217, in Building A on the Campus. Chair Kurtz called the meeting to order at 7 p.m. Secretary Glosson called the roll, and the following were present:

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

Absent: Ms. Miller
Ms. Payne

Attorney Sandra Kerrick was present as legal counsel.

APPROVAL OF AGENDA

Mr. Lowe asked that Item 13.E. Tuition Increase, Board Report #07-26, be postponed. Hearing nothing further, Chair Kurtz stated that agenda stands approved as amended.

APPROVAL OF MINUTES: Regular Board Meeting January 25, 2007

Trustee Summers noted that Donna Kurtz rather than Frances Glosson appeared on Page 6 in the signature line of the minutes. Chair Kurtz stated that the minutes of the Regular Board Meeting are approved as corrected.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

COMMITTEE REPORTS

A. Finance Committee

In the absence of Ms. Miller, Finance Committee Chair, Trustee Summers reported on the meeting of Thursday, February 15, 2007. He noted that the Five-Year Financial Plan was

discussed, and also a proposed \$5 tuition increase. He stated that following discussion, it was the feeling of the majority of the Finance Committee that the tuition increase should be no more than \$3. Mr. McDonald presented the Budget Calendar that showed the Budget process for FY 2008.

B. Board Policy Review Committee

Mr. Summers, Board Policy Review Committee Chair, reported on the meeting of Friday, February 16, 2007. Two principle items of discussion were a Memorandum of Understanding with the Friends of MCC Foundation, and a Board Policy Manual review, focusing in particular on the Student Section. Mr. Summers spoke about having companion documents, the Board Policy Manual and an accompanying Procedures Manual. He acknowledged the staff for their work in moving this along.

C. Committee of the Whole

Mr. Lowe, Chair of the Committee of the Whole, reported on the meeting of Monday, February 19, 2007. He stated that the Five-Year Financial Plan was discussed, along with the possible savings suggested by the Bridger Report. The proposed tuition increase was also discussed. Mr. Lowe noted that implementing cost saving changes could take time. Dr. Packard encouraged the College community to review the Bridger Report, and bring comments through the administration to the Board.

ICCTA REPORT

Mr. Lowe reported on the recent National Legislative Conference held in Washington, D.C., and the issues being brought before our legislators. He also reported on the outcome of the ICCTA meeting held within that meeting, and his comments regarding inadequate State funding. Trustee Lowe stated that he has been asked to run for an ICCTA office. Dr. Packard talked about increased amounts for credit hour grants. Trustees Larson and Walters spoke about their very positive Washington experiences. Trustee Kurtz spoke of her meeting with Senator Durbin, noting that she extended an invitation for him to visit MCC. In addition, Ms. Kurtz spoke to

Senator Durbin and Representative Bean in support of legislation that increases educational benefits for the National Guard and Reserve forces.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation Liaison, reiterated the items of the written report, and highlighted the College's 40th Anniversary celebration, that will begin with a Brunch and Open House on Sunday, April 15.

PRESIDENT'S REPORT

President Packard reported on the following: (1) Congressman Manzullo at the Shah Center on Friday, February 23, at a Manufacturing Conference; (2) Mr. Penoyer presenting "If You Want to Run Far Go Together: The Birth of a Community College Consortium" at the National Association of Educational Procurement annual conference; (3) copy of Modified Purchasing and Procedures at everyone's place; (4) induction of over 80 students into the Chi Upsilon Chapter of Phi Theta Kappa; (5) snow closing process for a school closing; (6) Demand to Bargain Notice received from the adjunct faculty union with more information to be shared in March; and (7) supportive outpouring from colleagues at the College for a fellow employee.

PRESENTATION

Helping Students with Textbooks and Tuition, Textbook Action Team and Friends of MCC Foundation Director

Dr. Packard stated that this is very timely in light of his recent conversation with Representative Manzullo regarding the cost of textbooks. Mr. Like stated that the Foundation continues to increase its contributions to the College, and scholarships have increased to 85 being given this year. He noted that the Foundation has worked with the library and the bookstore to set up a lending library of supplemental optional books. Ms. Sherwood then spoke on behalf of the Textbook Action Team, giving information on what was researched last semester regarding reducing textbook costs to students. Chair Kurtz asked that this group come back to the Board at the beginning of September and thereafter with systematic updates on the projects.

COMMUNICATIONS

a. Faculty Report

Dr. Sager noted that he was not able to be at the last Committee of the Whole meeting for discussion of the Bridger Study. He added that since the purpose of the study was to look at organizational effectiveness, it did not particularly focus on the education side of the house. He offered his support of the Board and administration and their continued work with the findings.

Dr. Sager noted that he has worked with administration to develop a Power Point presentation on the Advance Placement Program for MCC faculty, and will be available to present this whenever the Board would like.

Dr. Sager then spoke about the Board's opportunity at this meeting to confer tenure on six of his colleagues, Julie Freelove, Christine Grela, Katherine Middy, Joan Perlman, Timothy Seitz, and Cynthia Van Sickle, noting how this impacts the ability of the faculty to meet the effectiveness of the institution. He stated that he looks forward to a long and continued relationship with these faculty members.

b. Staff Council Report

No report was given.

Student Trustee Report

In the absence of Student Trustee Payne, Dr. Packard read her report from the packet.

Dr. Salleh-Barone introduced Katie Claypool, who is running uncontested for Student Trustee, and Robert Godek, who is running for Student Senate.

Dr. Glosson then read a newspaper article about Student Trustee Payne.

Chair Kurtz stated that the Board has worked very hard to promote open dialogue with the College community. She suggested that the administrative group have representation and a voice at the Board meeting.

APPROVAL OF CONSENT AGENDA

For Approval

A. Executive Summary

- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 931 - \$1,512,857.32, Board Report #07-19
 - c. Voucher 932 - \$230,811.86, Board Report #07-20
- C. Requests to Purchase
 - a. Contract Training, Board Report #07-21
 - b. Laptop Computers, Board Report #07-22
 - c. Master Plan Review Services, Board Report #07-23
 - d. Additional Services from Patrick Engineering, Board Report #07-24
- D. Contract Changes for T-1 Services through AT&T/Illinois Century Network, Bd. Rpt. #07-25
- E. Tuition Increase, Board Report #07-26
- F. ICCTA Distinguished Alumnus Award, Board Report #07-27
- G. Upgrade in Pay Rate for Independent and Individualized Study, Board Report #07-28
- H. Destruction of Board Meeting Audio Tape Recording of August 25, 2005, Bd. Rpt. #07-29
- I. Personnel
 - a. Personnel Adjustments for Spring 2005 Semester Transfer and Occupational Courses, Board Report 04-195 Addendum
 - b. Personnel Adjustments for Fall 2005 Transfer and Occupational Courses, Board Report #05-113 Addendum
 - c. Personnel Adjustments for Spring 2006 Transfer and Occupational Courses, Board Report #06-14 Addendum
 - d. Personnel Adjustments for Fall 2006 Transfer and Occupational Courses, Board Report #06-187 Addendum
 - e. Personnel Adjustments for Spring 2007 Transfer and Occupational Courses, Board Report #06-268 Addendum
 - f. Continuing and Professional Education Personnel Considerations for Spring 2007, Board Report #07-13 Addendum
 - g. Faculty Tenure Recommendations, Board Report #07-30
 - h. Appointment of Coaching Staff for Spring and Fall 2007, Board Report #07-31
 - i. Sponsored Leave Recommendations, Board Report #07-32
 - j. Salary/Advanced Placement Adjustments, Board Report #07-33

For Information

- A. Resignation
- B. Airfare for Softball Team
- C. Snow Removal and Ice Control
- D. Transfer Partnership Agreement with Western Illinois University
- E. Professional Services for Campus Master Plan

Dr. Glosson asked that Items 13. B.b. Board Report #07-19, and I.i. Board Report #07-32, be removed from the Consent Agenda. Mr. Lowe made a motion to approve the Consent Agenda as noted. Mrs. Larson seconded the motion. The roll was called and all were in favor. The motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Dr. Glosson explained that she will abstain from the vote on Board Report #07-19, as her employer has a payout on this voucher. She then asked for clarification of the term "sponsored"

as found in Board Report #07-32, and Dr. Packard stated that this might better be understood as a sabbatical. Mr. Lowe made a motion to approve Board Report #07-19. Mrs. Larson seconded the motion. When the roll was called, Dr. Glosson abstained. All others voted in favor, and the motion carried.

Mr. Lowe made a motion to approve Board Report #07-32, and Ms. Walters seconded the motion. Secretary Glosson called the roll and all were in favor. The motion carried.

OPEN FOR BOARD MEMBERS

- A. Mission Statement
- B. Board Calendar

Dr. Glosson read the Mission Statement.

Dr. Glosson recommended using the same evaluation process for Dr. Packard as was used last year, and all were in agreement. She stated that the committee members for the Nominating Committee would be the same as last year, Ms. Miller, Ms. Kurtz, and herself.

Ms. Kurtz stated that anyone on the Nominating Committee cannot be running for chair. She stated that she will not be running for chair and does plan on being on the Nominating Committee. Ms. Walters commended Ms. Kurtz for her job as chair.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

At 8:15 p.m., with no further business, the meeting adjourned.

Dr. Frances Glosson