

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

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

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

Dr. Glosson
Ms. Kurtz (arrived later)
Mrs. Larson
Mr. Lowe
Ms. Miller
Mr. Summers
Ms. Walters
Ms. Payne

Attorney Sandra Kerrick was present as legal counsel.

PLEDGE OF ALLEGIANCE

Vice Chair Lowe led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Vice Chair Lowe stated that hearing no objections, the agenda stands approved as presented.

APPROVAL OF MINUTES: Regular Board Meeting September 21, 2006

Vice Chair Lowe stated that hearing no corrections or additions, the minutes stand approved as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

BOARD COMMITTEE REPORTS

A. **Board Policy Review Committee**

Trustee Summers reported that the Board Policy Manual is being reviewed and will be brought to the Board at a future date for consideration of approval.

B. Finance Committee

Ms. Miller reported on the Finance Committee meeting of October 10, 2006, and highlighted the following: (1) responses to the Management Letter will require a substantial amount of time to prepare with two of the items being suggested for Continuous Improvement action items for next year; (2) concern was expressed over no disaster recovery testing, and Mr. Linehan stating that this has been done; (3) minor items from the Management Letter will be taken care of as we go through the coming year; (4) possibility of auditor coming in quarterly to see how we are addressing the Management Letter items; and, (5) the need to look at instituting security measures so our students can be safer.

C. Committee of the Whole

Trustee Lowe reported on the following from the Committee of the Whole meeting held on October 24, 2006: (1) Bridger Group gave an update of their activities on campus and will be back to address the full Board on Thursday; (2) Mr. Like gave a presentation on the Foundation audit results; (3) October Board packet items were reviewed; (4) Mr. Maguire of Spoon River College, Canton, Illinois, is in line to be Chair of ACCT; and (4) Dr. Ally reported on the ratification of the Staff Council Contract and spoke about other proposed salary increases.

ICCTA REPORT

Mr. Lowe reported that the next ICCTA meeting will be held in Chicago on November 10, 2006.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation Liaison, opened her report with acknowledgment to Mr. Like and Mr. Walker for their work on the very successful opening of the Shah Center. She turned to Mr. Like, who highlighted items from the written Foundation Report in the Board packet. He spoke about the Ultimate Experience Raffle and noted that if anyone was interested, he had tickets for sale.

PRESIDENT'S REPORT

President Packard reported on a meeting of the Countywide Pandemic Steering Committee, of which he is a member. He noted that the McHenry County plan is being used as a model for the speaker as he travels around the country. Dr. Packard stated that County Board Chair Ken Koehler spoke with

him about the possibility of a Metra train station in Ridgefield, and noted that it would be wise for the College to pass a resolution in support of such a station. Mr. Summers agreed that the College should be on record in support of the Metra station. He asked that a resolution for this be put on next month's agenda. Trustee Summers suggested the possibility of an intergovernmental agreement with the City of Crystal Lake and some of the townships.

Dr. Packard reported on the success of the Shah Center Open House, and expressed appreciation to the staff involved for their great work. He then complimented the professional development team for an outstanding Professional Development Day on October 10, where we took our own experts and showcased their talents. In closing, Dr. Packard stated that packets for the upcoming trustee election on April 17, 2007, are available from Ms. Kopala, and pertinent election dates can be found on the Notable Dates listing.

PRESENTATION

Ethics Training, Ms. Pat Stejskal, Coordinator of Employee Training and Development

Ms. Stejskal explained that today is day nine of MCC ethics training, which is from October 18 to November 16, and that as of this morning 47% of MCC employees have completed the test. She then explained a handout of the process to be followed.

Mr. Steven Hatch, of Bridger, introduced Ms. Dena Fowler, his associate, and explained that tomorrow is their final day on campus. He noted that everyone has been very cooperative and stated that it is very obvious that MCC has a nice culture. Mr. Hatch stated that the Director of IT from Bridger was here today, and then gave an update on his visit. He spoke about the importance of succession planning when people retire.

Dr. Patton thanked Mr. Hatch and Ms. Fowler, and others involved, for the pleasant experience.

COMMUNICATIONS

A. Faculty Report

Dr. Sager asked the Board for their indulgence as he spoke to them as the Mayor of Woodstock, and expressed appreciation to Mr. Like for using a cooking class at a local Woodstock restaurant as a prize in the Foundation raffle. In response to an inquiry about this semester's students, Dr. Sager stated that

there is a very strong indication that these students are very strong, highly engaged, and very rewarding for faculty.

Trustee Glosson asked where the faculty is as a sharing learning community, and Dr. Sager stated that the faculty felt that, at the recent Professional Development Day, they were empowered to act and dialogue in areas of interest and issues of pedagogy. He stated that faculty look forward to having this type of exchange in the future.

Attorney Kerrick asked about the zoning of a parcel of land in Woodstock.

Trustee Summers reported that the ad hoc task force is presently in the information gathering phase. It is likely there will be no major changes, rather some little changes, in an effort to maximize the benefits to faculty and staff.

B. Staff Council Report

Ms. Hendrix stated that she is thrilled to report that the vote for the Staff Council contract was 155 to 5. She stated that the contract meets the best interest of the staff and the College. Ms. Hendrix thanked the Board negotiating team, and introduced Ms. Kivisto and Mr. Lilly, fellow negotiators.

Ms. Hendrix stated that the staff benefited greatly from the recent Staff Development Day.

Mr. Lowe thanked Ms. Hendrix and the negotiating team for their hard work, and also Dr. Ally and the rest of the Board's team.

Mrs. Larson presented Mr. McDonald with a "Thrilled 2" tee shirt in appreciation for his work with negotiations.

C. Student Trustee Report

Ms. Payne, Student Trustee, reported on the following: (1) film club starting this month; (2) athletics department doing very well, with the soccer team being finalists in the state; and (3) early registration starting tomorrow for current students. Ms. Payne stated that she and the Student Senate will have a "Meet and Greet" on Halloween.

APPROVAL OF CONSENT AGENDA

Dr. Glosson asked that Item 13. B. b. Voucher 923 be removed, and Ms. Walters asked that under 13.

G. Personnel, Items a. thru s., be removed.

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 923 - \$1,318,101.50, Board Report #06-219
 - c. Voucher 924 - \$180,276.68, Board Report #06-220
- C. Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #06-221
- D. Requests to Purchase/Renew
 - a. Contract Training, Board Report #06-222
 - b. Welding Equipment, Board Report #06-223
 - c. Trips and Tours, Board Report #06-224
 - d. Degree Audit System Development Contract, Board Report #06-225
 - e. Software/Maintenance Agreement Renewal, Board Report #06-226
- E. Community College Survey of Student Engagement (CCSSE), Board Report #06-227
- F. Academic Calendar for 2007-2008, Board Report #06-228
- G. Personnel
 - a. Personnel Adjustments for Spring 2002 Transfer and Occupational Courses, Board Report #02-14 Addendum
 - b. Personnel Adjustments for Fall 2004 Transfer and Occupational Courses, Board Report #04-93 Addendum
 - c. Personnel Adjustments for Spring 2005 Transfer and Occupational Courses, Board Report #04-195 Addendum
 - d. Personnel Adjustments for Fall 2005 Transfer and Occupational Courses, Board Report #05-113 Addendum
 - e. Personnel Adjustments for Summer 2006 Transfer and Occupational Courses, Board Report #06-77 Addendum
 - f. Personnel Adjustments for Fall 2006 Transfer and Occupational Courses, Board Report #06-187 Addendum
 - g. Continuing and Professional Education Personnel Considerations for Fall 2006, Board Report #06-188 Addendum
 - h. Adult Education Personnel Considerations for Fall 2006, Board Report #06-229
 - i. Sponsored Leave Recommendation for Spring 2007, Board Report #06-230
 - j. Unpaid Family Hardship Leave of Absence for Spring and Fall 2007, Bd. Rpt. #06-231
 - k. Appointment of Coaching Staff for 2006-2007, Board Report #06-232
 - l. Appointment of Interim Executive Dean of Business and Technology, Bd. Rpt. #06-233
 - m. Appointment of Replacement Administrative Assistant to the Executive Dean of Mathematics and Sciences, Board Report, #06-234
 - n. Faculty Salary Adjustment, Board Report #06-235
 - o. Agreement Between Board of Trustees of McHenry County College and McHenry County College Staff Council, Board Report, #06-236
 - p. Compensation Adjustment for Confidential and Security Personnel, Board Rpt #06-237
 - q. Compensation Adjustment for Administrative Personnel, Board Report #06-238
 - r. Compensation Adjustment for College President, Board Report #06-239
 - s. Salary/Advanced Placement Adjustments, Board Report #06-240

For Information

- A. Resignation
- B. Personnel Transfer in Learning and Student Support Services
- C. Quarterly Report on Grants

Ms. Walters made a motion to approve the consent agenda, minus the above-mentioned items. Mr.

Summers seconded the motion. Secretary Glosson called the roll and all were in favor. The motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Mrs. Larson made a motion to approve Board Report #06-219, Voucher 923, and Ms. Walters seconded the motion. When the roll was called, Dr. Glosson abstained, and all others voted in favor.

The motion carried.

OPEN FOR BOARD MEMBERS

Dr. Glosson stated 900 students were at MCC for a Health Fair.

Ms. Payne thanked the Board for her positive experiences on the Board.

Mr. Summers asked Ms. Walters if she could select the particular Personnel items she wanted to discuss in Closed Session, rather than have all personnel items in Closed Session. Ms. Walters stated that she did not want to do that.

CLOSED SESSION

Mrs. Larson made a motion to move into Closed Session to discuss 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. The motion carried.

Ms. Kurtz arrived at 8 p.m.

Mrs. Larson made a motion to move out of Closed Session. Ms. Walters seconded the motion. When the roll was called, all were in favor and the motion carried.

In Open Session Mrs. Larson made a motion to approve Personnel Items a. thru s. Ms. Walters seconded the motion. When the roll was called, Ms. Miller voted no. All others voted in favor. The motion carried.

Ms. Walters asked Dr. Glosson for information on the Pandemic Flu and Dr. Packard offered to have someone come in to speak on this topic.

Ms. Walters reported on her recent attendance at ACCT, and shared information about a clinic run by a college in Wisconsin. She also spoke about information she received on Workforce Development and Foundation fundraising.

Mrs. Larson stated that the county had received, through a grant, a 20% discount pharmacy card for anyone who does not have insurance. She stated that she would bring a supply of the cards to the College.

Ms. Kurtz stated that the Family Health Partnership Program does get a lot of donations from Baxter, Abbott and others.

Ms. Kurtz stated that she attended the wake of Robert Weidner, former Board member.

Ms. Kurtz spoke about MCOG and the Metra plans for a potential Ridgefield train station. Attorney Kerrick suggested an unmanned station.

Mr. Lowe thanked Dr. Ally, Mr. McDonald, Ms. Loomis, and Ms. Rader for their work in getting the contract settled, and thanked Ms. Hendrix and her team for all their hard work. He stated that the Board appreciates the vote.

ADJOURNMENT

At 9:05 p.m., with no further business, the meeting adjourned.

Dr. Frances Glosson, Secretary