

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

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, December 14, 2006, in the Board Room, Room A217, 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  
Ms. Payne

Absent: Ms. Miller

Attorney Sandra Kerrick was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Kurtz led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Chair Kurtz stating that hearing no objections, the agenda stands approved as presented.

APPROVAL OF MINUTES: Tax Levy Public Hearing November 16, 2006  
Regular Board Meeting November 16, 2006

Chair Kurtz stated that hearing no corrections or additions, both sets of minutes stand approved as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

ICCTA REPORT

Mr. Lowe reported that the next ICCTA meeting will be in Washington, D.C., in February. Dr.

Packard asked for clarification regarding payment on a monthly basis to ICCTA. Following

discussion, President Packard was asked to work with Trustees Lowe and Summers to draft a letter

to ICCTA that would express our views. The Board was unanimously in favor of doing this and also sending a copy of the letter to the twelve community colleges in this area. Mr. Summers said to put this on the agenda in February. Ms. Walters suggested that we look at periodicals and other organizational memberships to determine their usefulness.

#### FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation Liaison, highlighted the following items from her written report: (1) a reception held for the Alumni Award winners before graduation; (2) payment of \$36,299.82 by the Foundation for fall student scholarships, tuition and books; and (3) \$30,000 budgeted by the Foundation in mini-grant funding. Ms. Walters also gave the dates of several upcoming Foundation events, including a Donor/Volunteer Recognition Reception on Friday, December 15.

#### PRESIDENT'S REPORT

President Packard reported on the following:

- Ms. Johnson, Director of Campus Safety and Security, represents the College each month at the McHenry County Chiefs Association meeting.
- A \$19,500 grant was received from the Illinois Family Violence Prevention Authority to provide staff support for the 22<sup>nd</sup> Circuit Family Violence Coordinating Council, and a \$10,000 grant was received from the Precision Metalforming Association Educational Foundation that will support the start-up equipment costs associated with the Welding Skills Boot Camp.

Dr. Packard commended Ms. Iris Bryan, who has been assisting the 40<sup>th</sup> Anniversary Planning Committee as a volunteer, responsible for researching and documenting the history of MCC. He noted that her work is featured in online postings and recorded audio clips accessible from the College web site.

Dr. Packard called attention to a letter of appreciation received from a U.S. Marine Corps Operations Officer for the massive volume of donations that were personally organized by Dr. Moltman, Instructor of Psychology.

## PRESENTATION

Ms. Brogan, Health Promotion Specialist, spoke to the Board about the work of the Smoking Task Force. She explained that the group went back to the students, and sent an email to employees.

Ms. Brogan reported that the students felt that the policy was fine as it was, but that they wanted designated smoking areas. Ms. Johnson, Director of Campus Safety and Security, reported that the following three areas were proposed: (1) outside of A Building by the patio; (2) outside the cafeteria between B and C Building; and, (3) the outside area between D and E Buildings. Dr. Packard will send out an email to employees, and noted that this would be an institutional issue rather than just a security issue. The kickoff date is February 14. Chair Kurtz asked for an update one to two months after the initiation of this program. Trustee Summers thanked the task force members for their work on this very important item.

## COMMUNICATIONS

### a. Faculty Report

Dr. Sager, Faculty Association President, reported that the faculty and students have been extremely busy over the past few weeks reaching the end of a very positive semester. He expressed appreciation to professional and support staff, and also thanked the Board for being present at graduation.

Dr. Sager spoke about the approval of hiring three full-time faculty at this meeting, and about another faculty person who will be recommended. He noted that these people are in very significant and important positions.

Dr. Sager commended the Board for their approval of Dr. Salleh-Barone as Assistant Vice President of Learning and Student Support Services. He spoke favorably of the reorganization of professional development, and stated that he is pleased to have Ms. Plinske serving in the director position. Dr. Sager extended holiday wishes to the Board.

### b. Staff Council Report

No report was given.

c. Student Trustee Report

In addition to her written report, Ms. Payne, Student Trustee, reported on the winter craft carnival that was sponsored by men's basketball, and expressed appreciation to the members of the MCC Foundation for the scholarships they provided.

APPROVAL OF CONSENT AGENDA

Dr. Glosson asked that Item 12.B.c., Board Report #06-256, be removed from the Consent Agenda.

**For Approval**

- A. Executive Summary
- B. Financial Statements
  - a. Treasurer's Report
  - b. Voucher 927 - \$259,444.38 Board Report #06-255
  - c. Voucher 928 - \$825,486.70, Board Report #06-256
- C. Requests to Purchase
  - a. 1098-T Printing and Mailing Service, Board Report \$06-257
  - b. Library Periodicals Subscription Services, Board Report #06-258
  - c. Additional Services from Patrick Engineering, Board Report \$#06-259
  - d. RichFX Catalog Conversion and Hosting Service, Board Report #06-260
- D. Requests to Renew
  - a. Office Depot Contract Usage and Savings, Board Report #06-261
  - b. Educational Services Agreement with condensed Curriculum International, Inc., Board Report #06-262
  - c. Maintenance Agreements for Network Storage and Backup/Recovery Systems, Board Report #06-263
- E. Laboratory, Computer Usage, and Technology Fees for 2007-2008, Board Report #06-264
- F. Authorization for Personnel Appointments, Board Report #06-265
- G. Review of Closed Session Minutes, Board Report #06-266
- H. Destruction of Board Meeting Audio Tape Recordings of June 2, and June 23, 2005, Board Report #06-267
- I. Personnel
  - a. Personnel Adjustments for Fall 2006 Transfer and Occupational Courses, Board Report #06-187 Addendum
  - b. Personnel Adjustments for Spring 2007 Counselors, Board Report #06-268
  - c. Revised Positions and Interim Assignment, Board Report #06-269
  - d. Appointment of Coaching Staff, Board Report #06-270
  - e. Salary Adjustments for Coaching Staff, Board Report #06-271
  - f. Appointment of Replacement Assistant Vice President of Learning and Student Support Services, Board Report #06-272
  - g. Appointment of Interim Director of Corporate Training and Business Development Center, Board Report #06-273
  - h. Appointment of Replacement Director of Corporate Training and Business Development Center, Board Report #06-274
  - i. Appointment of Replacement Database Administrator, Board Report #06-275
  - j. Appointment of Replacement Operations/Programmer Specialist, Board Report #06-276
  - k. Appointment of Replacement Reference Librarian, Board Report #06-277
  - l. Appointment of Replacement Instructor of Art History/Art Appreciation, Bd. Rpt. #06-278
  - m. Appointment of Temporary Instructor of Art History/Art Appreciation, Bd. Rpt. #06-279

- n. Request for Retirement, Board Report #06-280
- o. Request for Retirement, Board Report #06-281
- p. Request for Retirement, Board Report #06-282
- q. Request for Retirement, Board Report #06-283
- r. Salary/Advanced Placement Adjustments, Board Report #06-284

**For Information**

Professional Development Reorganization

Ms. Walters made a motion to approve the Consent Agenda minus the item removed. Mrs. Larson seconded the motion. The roll was called and all were in favor. The motion carried.

**ACTION ON ITEMS REMOVED FROM CONSENT AGENDA**

Mr. Lowe made a motion to approve Item 12.B.c., Board Report #06-256. Mrs. Larson seconded the motion. When the roll was called, Trustee Glosson abstained. All others voted in favor, and the motion carried.

**OPEN FOR BOARD MEMBERS**

- A. Mission Statement
- B. Board Calendar

Dr. Glosson read the College Mission Statement. She then stated that the Board Calendar has been submitted for Board review.

Mr. Summers reported on the following: (1) his presentation of the Resolution adopted by the Board at the last meeting regarding RTA and support of a Ridgefield Metra station; (2) the last Ad Hoc Task Force meeting, when the group divided into three subcommittees; (3) the meeting of the Finance Committee on December 13, 2006, when a consensus was reached to hold off making a decision regarding Sikich until results from the Bridger study are received; and (4) the meeting he and Trustee Miller had with staff to go over strategies on the preparation of the FY 08 Budget.

Trustees Summers stated that the Board is working hand in glove with the staff to give policy direction, and using an analogy, stated that it behooves trustees to know what's under the hood, but we should not be the mechanics. He stated that there will be additional meetings, and that this is a very positive development at the College.

Trustee Lowe acknowledged Ms. Kopala on her 25<sup>th</sup> anniversary of employment at the College.

Chair Kurtz reviewed the open items from the MCC Board/Administration Action Report.

Chair Kurtz asked for a more established practice at calling committee meetings. She stated that she will draft a very simple process that will be distributed to the entire Board for discussion at the next Committee of the Whole meeting.

Mr. Summers clarified that Bridger will be presenting to the College community and the Board for the first time together.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

At 8:05 p.m., with no further business, the meeting adjourned.

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Dr. Frances Glosson, Secretary