

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 25, 2007, in the Board Room, Room A217, in Building A on the Campus. Trustee Glosson, Acting Chair, called the meeting to order at 7 p.m. When Secretary Lowe called the roll, the following were present:

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

Attorney Sandra Kerrick was present as legal counsel.

College Mission Statement

Student Trustee Claypool read the Mission Statement.

APPROVAL OF AGENDA

Ms. Walters made a motion that Item 8, Installation of Student Senate Officers, Item 10, Resolution for Censure, Board Report #07-233, and Item 11, Resolution for Censure, Board Report #07-234, be moved up in the agenda to follow Item 6, Approval of Minutes. Mrs. Larson seconded the motion. All were in favor and the motion carried to amend the agenda.

APPROVAL OF MINUTES: Special Board Meeting September 19, 2007
Regular Board Meeting September 20, 2007
Regular Board Meeting September 20, 2007 Closed Session
Special Board Meeting October 4, 2007
Special Board Meeting October 4, 2007 Closed Session
Special Board Meeting October 16, 2007

Following circulation of the Closed Session minutes, Dr. Glosson stated that hearing no objections, all minutes are approved as presented.

INSTALLATION OF STUDENT SENATE OFFICERS

Dr. Packard turned to Lesley Frederick, Dean of Students, who introduced current and newly elected

Student Senate officers and members. Acting Chair Glosson administered the oath of office to the newly elected Student Senate officers, and congratulations and applause followed.

RESOLUTION FOR CENSURE, Board Report #07-233

Mrs. Larson spoke about Board Report #07-233, after Mrs. Miller made a motion for approval and Ms. Walters seconded the motion. Following a statement by Trustee Kurtz, the roll was called. Trustees Glosson, Kurtz and Summers voted no. Trustees Larson, Lowe, Miller, and Walters, and Student Trustee Claypool voted in favor. The motion carried.

RESOLUTION FOR CENSURE, Board Report #07-234

Mrs. Larson made a motion to approve Board Report #07-234, Resolution for Censure. Ms. Walters seconded the motion. When the roll was called, Trustees Glosson, Kurtz, and Summers voted no. All others voted in favor, and the motion carried. Trustee Summers tendered his resignation as Chair of the Board and ICCTA Representative, and stated that he will continue to serve as a trustee of the College. Ms. Walters left the meeting at 7:25 p.m.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

The following individuals signed in and addressed the Board: (1) Aileen Seedorf, (2) Patricia Kennedy, (3) Leona Nelson, (4) Patricia Morris, (5) Jane Collins, (6) Mike Hoag, (7) Kim Willis, (8) Cal Skinner, (9) George Aimen, and (10) Michael Walkup.

BOARD COMMITTEE REPORTS AND APPROVAL OF COMMITTEE OF THE WHOLE MINUTES
Committee of the Whole – October 22, 2007

Dr. Glosson reported on the October 22 2007, Committee of the Whole Meeting, which started with a change in the Agenda, and the Board being addressed by several members of the community.

Resolutions for Censure were read for Trustees Kurtz and Summers, after which a consensus of opinion was called. Four Board members were in agreement and three were not. Following discussion, the decision was made to bring the Resolutions to the Regular Board Meeting for a formal vote. Mr. Wayne Newton of ACCT facilitated discussion with the Board on proceeding from here and doing what is best for the stakeholders and the students. Dr. Glosson reported that the Board went into Closed Session to

discuss the purchase or lease of real property, and also the setting of a price for sale or lease of property owned by the public body. The meeting adjourned at 10:10 p.m.

Finance Committee – October 4, 2007

Ms. Kurtz reported on the October 4 Finance Committee meeting, and a presentation by Mr. Lantz of Sikich LLP on the Fiscal Year 2007 Audit and Management Letter. She stated that there was discussion on the following: the lack of segregation of duties in the purchasing process; concern over the manual time sheet process; need and plan for the replacement ERP which should be up and running by 2010; inquiry about an accounting program for keeping track of capital assets; and the segregation of duties and processes; and GASB Statement 45 on accounting for post-employment benefits. Ms. Kurtz noted that Mr. Houser then gave an update on the Health, Wellness, Athletic Complex, which included the revenue and expenditures, the contingency, and a Gantt Chart on Critical Timelines. Ms. Malinowski gave an overview of Internal Project Management and Controls. Ms. Kurtz stated that she has doubts about the revenue for the HWAC project and concerns over the viability of this project. The meeting adjourned at 8:55 p.m.

ICCTA REPORT

Mr. Lowe reported that the next meeting of the ICCTA will be in Chicago on November 9 and 10.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Kurtz reported that the Foundation Gala will be held on November 9 at Makray Memorial Golf Club in Barrington. She turned to Foundation Executive Director Like who highlighted items from the written report in the Board packet.

PRESIDENT'S REPORT

President Packard reported on the following: (1) authorization granted by IBHE for MCC to offer an Associate of Applied Science in Registered Nursing; (2) Illinois Lieutenant Governor Pat Quinn holding a press conference as he unveils the "Portrait of a Soldier" memorial exhibit; (3) MCC's Veteran's Day Ceremony on Monday, November 12, in the Multipurpose Room; (4) awards received by MCC in all of our traffic programs, with one of our instructors received an instructor of the year award; (5) MCC's

rating for debt certificates improved by Moody's to Aa3 from A1; and (6) the 19th Annual Child's World Conference hosted by The Early Childhood Education Department, in collaboration with the Children's Learning Center and others; and (7) MCC in cooperation with the Center for Economic Progress will offer a Volunteer Income Tax Assistance program through the 2008 (and beyond) filing season.

PRESENTATION

A. Enterprise Resource Plan (ERP), Mr. Batson, Action Team Leader

President Packard introduced Mr. Batson, Action Team Leader for the Enterprise Resource Plan, who introduced his team members and presented an overview of the Enterprise Resource Plan to the Board. He stated that this should be implemented in 2010.

B. Continuous Improvement Action Team Update, Ms. Plinske, Action Team Leader

Ms. Plinske provided an update on the progress of the Continuous Improvement Action Team, which consisted of Dr. Salleh-Barone, Ms. Whalen-Pedersen, Ms. Stejskal and herself. She noted that retired AQIP Action Teams have identified and implemented improvements in the following areas: adjunct faculty recognition, common drive, organizational understanding, textbooks, and effective room usage.

COMMUNICATIONS

A. Faculty Report

B. Staff Council Report

Faculty President Van Sickle stated that both she and Ms. Kivisto, Staff Council president, will defer their reports until the November meeting.

C. Student Trustee Report

Ms. Claypool reported on several items from her written report, that included that Cheerleading has become an official club of MCC.

NEW BOARD POLICY, 2.4.6 Best Management Practices-Groundwater Resources Management, Board Report #07-177 POSTPONED 9/20/07

ASSOCIATE IN ARTS IN TEACHING IN SPECIAL EDUCATION DEGREE, Board Report #07-205

ASSOCIATE IN APPLIED SCIENCE IN NETWORK SECURITY AND CERTIFICATE IN CYBER SECURITY, Board Report #07-206

Mr. Lowe made a motion to approve Board Reports #07-177 Postponed 9/20/07, #07-205, and #07-206.

Ms. Miller seconded the motion. Trustee Larson read aloud Board Report #07-177 Postponed 9/20/07, Best Management Practices-Groundwater Resources Management, and stated that the College has always had this method of operation in place and this serves to formalizes it. Ms. Maifield gave information on Board Report #07-205, Associate in Arts in Teaching in Special Education Degree. She noted that we had been contacted by Roosevelt University to partner with them for this transfer four-year degree program. Mr. Falco spoke about Board Report #07-206, Associate in Applied Science in Network Security and Certificate in Cyber Security. He stated that this is a new degree that was just sent for approval. When the roll was called, all were in favor and the motion carried.

VOUCHER #948, Board Report #07-203

CONSULTANT SERVICES FOR OCCUPATIONAL THERAPY ASSISTANT FEASIBILITY STUDY,
Board Report #07-204

Mr. Lowe made a motion to approve Voucher #948, Board Report #07-203, and Consultant Services for Occupational Therapy Assistant Feasibility Study, Board Report #07-204. Ms. Miller seconded the motion. When Secretary Lowe called the roll, Trustee Glosson abstained on Board Report #07-203 and Trustee Summers abstained on Board Report #07-204. Both Trustee Glosson and Summers voted in favor of all other items. All others voted in favor, and the motion carried.

NEXT STEPS WITH HEALTH, WELLNESS, ATHLETIC COMPLEX (HWAC) AND LAND PURCHASE, Board Report #07-207

Dr. Packard explained that this item was put on the agenda as the College is looking to the Board for direction.

Ms. Kerrick reported on the status of Gilger land purchase. Mr. Lowe made a motion to approve a Second Amendment to Option Agreement for Sale of Real Estate and First Amendment to Real Estate Sale contract. Mrs. Larson seconded the motion. The roll was called an all were in favor. The motion carried.

Trustee Kurtz stated that we should release the feasibility study. Discussion followed. Ms. Kurtz then made a motion to release Feasibility Study documents, two volumes with evaluation documents, allow trade secrets to be redacted, and identify areas and/or sections to be updated, and that this be done within 10 calendar days. Mr. Summers seconded the motion. Dr. Packard pointed out a confidentiality agreement that is in place with Equity

One. Attorney Kerrick stated that we would need a waiver in this case. Mrs. Larson stated that she is concerned about giving out dated information. When the roll was called, Ms. Miller and Mrs. Larson voted no. All others voted in favor and the motion carried.

APPROVAL OF CONSENT AGENDA

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 949 - \$1,269,661.81, Board Report #07-208
 - c. Voucher 950 - \$256,661.79, Board Report #07-209
- C. Resolution For Estimated Tax Levy and Notice of Public Hearing, Board Report #07-210
- D. Requests to Purchase
 - a. Aerial Work Platform, Board Report #07-211
 - b. Collating and Booklet Making System, Board Report #07-212
 - c. Contract Training, Board Report #07-213
 - d. Digital Duplicator, Board Report #07-214
 - e. Digital Planetarium Projector, Board Report #07-215
 - f. iPods for Faculty Development, Board Report #07-216
 - g. SirsiDynix Software License and Maintenance Agreement, Board Report #07-217
 - h. URSA Software Maintenance Agreement Renewal, Board Report #07-218
 - i. CurricUNET, Board Report #07-219
- E. Adult Education Classes for Woodstock Community Unit School District #200 Even Start Program, Board Report #07-220
- F. Destruction of Audio Tape Recording of April 27, 2006, Board Meeting, and Board Committee Meetings Up To and Including That Date, Report #07-221
- G. Personnel
 - a. Personnel Adjustments for Spring 2007 Transfer and Occupational Courses, Board Report, Board Report #06-268 Addendum
 - b. Personnel Adjustments for Fall 2007 Transfer and Occupational Courses, Board Report #07-171 Addendum
 - c. Appointment of Interim Director of Student Development, Board Report #07-222
 - d. Appointment of Coaching Staff, Board Report #07-223
 - e. Student Development Receptionists: Change in Hours, Board Report #07-224
 - f. Appointment of Replacement Duplication Center Specialist, Board Report #07-225
 - g. Resolution Authorizing Acceptance of Separation Agreement of Employee, Board Report #07-226
 - h. Approval of Creation of Full Time Illinois Small Business Development Center (ISBDC) Business Specialist and Part Time ISBDC Clerk Positions, Board Report #07-227
 - i. Request for Retirement, Board Report #07-228
 - j. Request for Retirement, Board Report #07-229
 - k. Request for Retirement, Board Report #07-230
 - l. Request for Retirement, Board Report #07-231
 - m. Salary/Advanced Placement Adjustments, Board Report #07-232

Trustee Glosson pulled Board Report #07-208, Voucher 949, from the Consent Agenda. Mr. Lowe made a motion to approve the Consent Agenda minus Board Report #07-208. Ms. Miller 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 Board Report #07-208, and Mrs. Larson seconded the motion.

When the roll was called, Dr. Glosson abstained. All others voted in favor and the motion carried.

INFORMATION REPORT

- A. Resignation
- B. Resignation
- C. Resignation
- D. Quarterly Reports on Grants
- E. Contract Training
- F. Quarterly Accrued Financial Statement

There were several comments and commendations from Board members regarding the resignations and retirements.

OPEN FOR BOARD MEMBERS

Ms. Miller thanked Dr. Ally for the accrued financials. She noted that eight new audit standards are coming up, that will be tested very heavily.

Ms. Kurtz asked for a report on Freedom of Information requests that have been made.

Ms. Kurtz commended Mr. Summers for the excellent leadership he has given the Board.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

At 10:25 p.m., with no further business, the meeting adjourned.

Mr. George Lowe, Secretary