

Minutes
Regular Board Meeting
February 26, 2009

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, February 26, 2009 in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:00 p.m. When Secretary Glosson called the roll, the following were present:

Mr. Summers
Ms. Kurtz
Ms. Miller
Mr. Lowe
Dr. Glosson
Ms. Larson
Mr. Kendzie

Attorney William Caldwell was present as legal counsel.

Trustee Walters was absent at roll call and arrived at 8:02 p.m.

Mr. Kendzie read the mission statement.

ACCEPTANCE OF AGENDA

Chair Lowe asked for changes to the agenda. Trustee Kurtz asked to remove Items C(c), C(d), C(e), E, J(b) and J(c) from the Consent Agenda. Trustee Miller requested that Item D be removed from the Consent Agenda. Trustee Summers asked that Items E, J(i), J(l), and J(m) also be removed from the Consent Agenda. Upon recommendation by Trustee Summers, the Board agreed to postpone discussion of Items J(l) and J(m) to later in the meeting following Item 22, Administrators' Salary Increase for FY 2009.

ACCEPTANCE OF MINUTES: Regular Board Meeting, January 22, 2009
 Regular Board Meeting, January 22, 2009, Closed Session

The minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Eric Snave, Mrs. Julie Snave, Mr. Phil Snave, Ms. Berghaus, and Ms. Ritter addressed the Board.

BOARD COMMITTEE REPORTS: Committee of the Whole – February 23, 2009

Vice Chair Miller reported on the Committee of the Whole meeting.

ICCTA REPORT

Trustee Lowe reported the next ICCTA meeting will be held on March 13 and 14. During the ACCT meeting in Washington, D.C., Mr. Jeff May from the Central Region was nominated for a term on the ACCT Board. The election will be held at the October, 2009 meeting in San Francisco.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Magnani provided an update on this year's mini-grant awards.

PRESIDENT'S REPORT

Dr. Sager updated the Board on NATEF (National Automotive Technicians Education Foundation) and announced that the automotive five-year accreditation visit provided a fine report; MCC passed the accreditation process. The WYSE (Worldwide Youth in Science and Engineering) competition was held January 30 with 250 students attending. The VITA (Volunteer Income Tax Assistance) clinic opened recently, and 156 free tax returns have been prepared to date, providing \$360,065 in refunds. Dr. Plinske provided an update on the progress with the ERP system and will report on Campus Management software enhancements next month. Dr. Sager reported on the first meeting of the Community Engagement team. Dr. Ally reported that we are very excited to welcome Angelina Castillo as Assistant Vice President of Human Resources. Also highlighted were the Faculty Tenure Recommendations for 2009-2010.

COMMUNICATIONS

A. Faculty Report

Ms. Van Sickle presented the Faculty report, congratulating faculty members recommended to the Board for tenure. Eleven nominations for Faculty Member of the Year were received. A decision will be made next month, and the faculty member chosen will be honored at a recognition dinner. Faculty Association elections will be held soon with results reported at the April Board meeting.

B. Staff Council Report

Ms. Kivisto presented the Staff Council Report, announcing that Market Day will no longer be sponsored as of June. Student Activities is looking into sponsorship. Nominations for Staff Member of the Year were due today and will be announced in April, recognizing the winners at the President's Reception. *Interface* newsletter will cease publication. Ms. Kivisto looks forward to presenting information soon about a Staff Council website.

C. Student Trustee Report

Student Trustee Kendzie reported that he attended the ACCT Legislative Summit in Washington, D.C. with the Board of Trustees in February. The student talent show is scheduled for March 18 and donations will be solicited for ICCB's autism awareness initiative. Mr. Kendzie received favorable feedback regarding the proposed tuition increase, with some students favoring a \$6 per credit hour increase.

APPROVAL OF CONSENT AGENDA

Prior to considering the Consent Agenda, the Board clarified questions surrounding some of the earlier items requested for removal.

Trustee Larson moved to remove Item D., Board Report #09-32, Approval of Five Year Financial Plan, and postpone discussion of the item until the May, 2009 Regular Meeting of the Board of Trustees.

Trustee Kurtz seconded the motion. Discussion ensued. The roll was called, and all were in favor. The motion carried.

A motion was then made by Trustee Miller to approve the consent agenda minus Items D., Approval of Five-Year Financial Plan, Board Report #09-32; E., Tuition Increase, Board Report #09-33; J. b., Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Board Report #07-275 Addendum; and J. c., Personnel Adjustments for Fall 2008 Transfer and Occupational Courses, Board Report #08-200 Addendum. Trustee Walters seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried.

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher #998 - \$1,266,288.24, Board Report #09-21
 - c. Voucher #999 - \$344,295.21, Board Report #09-22
- C. Requests to Purchase
 - a. Telecourse Enrollment Fees, Board Report #09-23
 - b. Greenhouse Roof Repairs, Board Report #09-24
 - c. Astra Scheduler Software, Board Report #09-25
 - d. Construction Services for Shah Center Build-out, Board Report #09-26
 - e. Electricity through Energy Service Agreement, Board Report #09-27
 - f. Employee Service Awards, Board Report #09-28
 - g. Chalkboard to Whiteboard Retrofit, Board Report #09-29
 - h. Data Commander Fireproof Media Safe, Board Report #09-30
 - i. Contract Training, Board Report #09-31
- F. Destruction of Audio Tape Recording of the Closed Session of the July 26, 2007 Regular Board Meeting, Board Report #09-34
- G. 2009 ICCTA Distinguished Alumnus Award, Board Report #09-35
- H. Board Policy Revision, Policy 1.8.4.4.5, Telephonic Voting, Board Report #08-281 Amended/Postponed
- I. Certificates in Culinary Management, Chef's Assistant I and Baking and Pastry Assistant I, Board Report #09-36
- J. Personnel
 - a. Personnel Adjustments for Fall 2007 Transfer and Occupational Courses, Board Report #07-171 Addendum
 - d. Personnel Adjustments for Spring 2009 Transfer and Occupational Courses, Board Report #08-260 Addendum
 - e. Continuing and Professional Education Personnel Considerations for Spring 2009, Board Report #09-12 Addendum
 - f. Adult Education Personnel Considerations for Spring 2009, Board Report #09-37
 - g. Faculty Tenure Recommendations for 2009-2010, Board Report #09-38
 - h. Sponsored Leave Recommendations for 2009-2010, Board Report #09-39
 - i. Appointment of New Director of Perkins and High School Plus, Board Report #09-40
 - j. Appointment of Replacement Asst. Vice President of Human Resources, Bd. Rpt. #09-41
 - k. ~~Appointment of New Dean of Student Success, Bd. Rpt. #09-42~~
(withdrawn from agenda)
 - n. Salary/Advanced Placements Adjustments, Board Report #09-45

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Discussion then ensued on Board Report #09-33, Tuition Increase. Trustee Miller made a motion to change the tuition increase to \$3.00 from \$5.00. Trustee Kurtz seconded the motion. There was no further discussion. The roll was called, and all were in favor. The motion carried.

A motion was made by Trustee Miller to approve Items J. b., Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Board Report #07-275 Addendum, and J. c., Personnel Adjustments for Fall 2008 Transfer and Occupational Courses, Board Report #08-200 Addendum. Trustee Walters seconded the motion. Trustee Kurtz recused herself from the vote and left the room. There was no discussion. The roll was called and all present were in favor. The motion carried. Trustee Kurtz returned to the meeting.

AUDITOR RECOMMENDATION

Upon Board of Trustees direction, Dr. Sager distributed Board Reports for discussion and consideration. Trustee Walters made a motion to approve Board Report #09-46 for the reappointment of the firm Sikich, LLP for audit services. Mr. Kendzie seconded the motion. There was no discussion; the roll was called and all were in favor. The motion carried.

FOR INFORMATION

- A. Personnel
- B. Status of Vice President of Academic and Student Affairs Search
- C. Snow Removal and Ice Control
- D. FY 2010 Computer Replacement
- E. FY 2010 Budget Calendar
- F. Community Engagement Project Update
- G. ERP Project Update
- H. Requests from Trustees

OPEN FOR BOARD MEMBERS

There was no discussion.

FUTURE AGENDA ITEMS

There was no discussion.

Chair Lowe called for a recess at 8:42 p.m. The meeting resumed at 8:52 p.m.

CLOSED SESSION

Trustee Miller made a motion to go into Closed Session to discuss employment matters covered under *Exemption #1 of the Illinois Open Meetings Act, "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the*

public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.” Trustee Walters seconded the motion. The roll was called and all were in favor; the motion carried. Closed session began at 8:55 p.m. Trustee Miller made a motion to come out of Closed Session; Trustee Walters seconded the motion. The roll was called and all were in favor. Closed session ended at 10:07 p.m.

ADMINISTRATIVE EMPLOYMENT AGREEMENT, ADMINISTRATOR APPOINTMENT AND ADMINISTRATOR’S SALARY INCREASE FOR FY 2009

Trustee Larson made a motion to approve Board Reports #09-47, Administrative Employment Agreement; Board Report #09-48, Administrator Appointment; and #09-18 Postponed, Administrators’ Salary Increase for FY 2009. Trustee Walters seconded the motion. The roll was called and all were in favor. The motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA (Cont.)

A motion to approve Board Report #09-43, Request for New Position, Dean of Education, and Board Report #09-44, Request for New Position, Coordinator of Service Learning & Volunteerism, was made by Trustee Larson. Trustee Glosson seconded the motion. The roll was called: Trustee Summers voted against; Trustees Miller, Kurtz, Walters, Glosson, Larson, Kendzie and Lowe voted in favor of the motion. The motion carried.

It was agreed that a Special Board Meeting would be held Thursday, March 12, 2009 at 7:00 p.m.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 10:14 p.m.

Patricia Kriegermeier, Recording Secretary

Dr. Frances Glosson, Board Secretary