

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, August 28, 2008, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:13 p.m. When Secretary Glosson called the roll, the following were present:

Ms. Walters  
Ms. Miller  
Ms. Kurtz  
Dr. Glosson  
Mr. Kendzie  
Mr. Lowe

Trustee Larson was absent. Trustee Summers joined the meeting at 8:13 p.m. Attorney Sandra Kerrick was present as legal counsel.

COLLEGE MISSION STATEMENT

Student Trustee Kendzie read the Mission Statement.

ACCEPTANCE OF AGENDA

Trustee Walters asked that Board Report #08-203 be removed from the consent agenda. The agenda was accepted with the aforementioned item removed.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, July 24, 2008 and Closed Session, July 24, 2008 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Trustee Miller reported on the August 25, 2008 Committee of the Whole Meeting.

ICCTA REPORT

Mr. Lowe reported that there will be an ICCTA meeting September 12 and 13 in Springfield; all Trustees are welcome to attend.

### FRIENDS OF MCC FOUNDATION REPORT

Dr. Packard presented an overview of the Foundation report. Excellent progress continues to be made on the Promise Program. Senator Althoff has agreed to join the Promise Committee. Mr. Parrish and Ms. Coates will be contacting the Board of Trustees regarding a public announcement of the campaign. The Foundation Board has decided not to hold a gala this year, waiting instead until 2010. Dr. Packard announced that the ABC breakfast will be held September 17, featuring Tierney Cahill.

### PRESIDENT'S REPORT

Dr. Packard spoke about the passing of Rosemary Bartlett, and the celebration of her life held in August. Trustee Walters and the Foundation continue to work with the Bartlett family on an appropriate campus memorial for former President Bartlett. Credit enrollment was up 2.1% as of today; tenth day figures will be available next week. The Children's Health and Safety Fair attracted nearly 1,500 people and 950 children. Five hundred books were donated to the fair by the Dawnbreakers Rotary Club, and their distribution was coordinated by Trustee Miller. The Hearthstone Senior Fair held on August 13 was attended by approximately 2,000 people and featured 97 sponsors and exhibitors.

### PRESENTATIONS

#### PACE Survey Results

Dr. Plinske presented the results of the PACE (Personal Assessment of the College Environment) survey, completed by nearly 270 employees in the spring. Dr. Plinske explained the process for gathering information and reviewed the survey questions. She then answered questions from the Board.

#### Organizational Review, Learning and Student Support Services

Dr. Sager presented the proposed organizational review, noting that twenty-six employees were on the committee, representing all employee groups. The reorganization will be implemented in three phases: Phase I from October 1, 2008 through December 31, 2008; Phase II from January through June, 2009; and Phase III from July 1, 2009 through June 30, 2010. After the presentation, Dr. Sager answered questions from the Board. Trustee Kurtz requested a follow-up report in six or twelve months

COMMUNICATIONS

A. Faculty Report

There was no Faculty report.

B. Staff Council Report

Ms. Kivisto presented the Staff Council report, noting that the Staff Council will celebrate 20 years in 2008.

C. Student Trustee Report

Student Trustee Kendzie reported that a group of student volunteers helped with the first ever Student Greeters initiative, a student picnic, and Welcome Week. Mr. Kendzie thanked new Student Senate Advisor Talia Koronkiewicz for her guidance.

VOUCHER 980, BOARD REPORT #08-186

Dr. Glosson declared a conflict of interest and recused herself from the vote. Ms. Walters moved to approve Board Report #08-186; Trustee Kurtz seconded the motion. Mr. Kendzie called the roll and all present were in favor; the motion carried. Dr. Glosson returned to the meeting.

APPROVAL OF CONSENT AGENDA

Trustee Miller moved to approve the Consent Agenda as amended; Trustee Walters seconded the motion.

The roll was called and all were in favor. The motion carried.

**For Approval**

A. Financial Statements

- a. Treasurer's Reports
- b. Voucher #981 - \$2,399,215.53, Board Report #08-187
- c. Voucher #982 - \$251,241.01, Board Report #08-188

B. Requests to Purchase

- a. ALEKS Remediation Software Codes, Board Report #08-189
- b. Telecommunication System Maintenance, Board Report #08-190
- c. Renewal of Point of Sale (POS) Maintenance Contract, Board Report #08-191
- d. Renewal of Autodesk Software License, Board Report #08-192
- e. Contract for Printing of College Schedules, Board Report #08-193
- f. Online Traffic Identification Codes, Board Report #08-194
- g. Server Software for the ERP System, Board Report #08-195
- h. Speaker Services, Board Report #08-196
- i. Executive Search Firm Services, Board Report #08-197
- j. Contract Training, Board Report #08-198
- k. Altiris Client Management Suite Training, Board Report #08-199

- C. Personnel
  - a. Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Board Report #07-275 Addendum
  - b. Personnel Adjustments for Summer 2008 Transfer and Occupational Courses, Board Report #08-115 Addendum
  - c. Personnel Adjustments for Fall 2008 Transfer and Occupational Courses, Board Report #08-200
  - d. Continuing and Professional Education Personnel Considerations for Fall 2008, Board Report #08-201
  - e. Appointment of New Secretary/Dean of Health Careers Programs, Bd. Rpt. #08-202
  - f. Appointment of Replacement Executive Director, Friends of McHenry County College Foundation, Board Report #08-203
  - g. Appointment of Replacement Network Technician, Board Report #08-204
  - h. Salary/Advanced Placement Adjustments, Board Report #08-205

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Discussion ensued on Board Report #08-203, Appointment of Replacement Executive Director, Friends of MCC Foundation. After discussion, Trustee Walters moved that this item be approved and Trustee Kurtz seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

FOR INFORMATION

- A. Resignation
- B. Personnel
- C. Certified Occupational Therapy Assistant Program Assignment
- D. Video Surveillance for Campus Security – Phase I
- E. ERP Update
- F. Quarterly Reports on Grants
- G. Requests from Trustees

OPEN FOR BOARD MEMBERS

Chair Lowe welcomed discussion on the McHenry County College Facilities Master Plan. A visioning exercise is planned for October so that the Board of Trustees may determine future College direction.

Ms. Maifield reported that twenty-seven nursing program students are currently attending classes.

Chair Lowe called for a break at 8:36 p.m. The meeting reconvened at 8:43 p.m.

CLOSED SESSION

Trustee Walters made a motion to go into Closed Session to discuss: 2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary

schedules for one or more classes of employees. Trustee Miller seconded the motion. There was no discussion. The roll was called; all were in favor. The motion carried.

Trustee Kendzie made a motion to come out of Closed Session and Trustee Walters seconded the motion.

The roll was called and all present were in favor. Closed Session ended at 9:04 p.m.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 9:04 p.m.

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Patricia Kriegermeier, Recording Secretary to the Board      Frances Glosson, Board Secretary