

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, January 28, 2010, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:01 p.m. When Secretary Kurtz called the roll, the following were present:

Ms. Larson  
Ms. Walters  
Ms. Kurtz  
Mr. Parrish  
Mr. Sheriff  
Dr. DeWitt  
Mr. Lowe

Attorney Joseph Perkoski was present as legal counsel. Ms. Miller was absent.

MISSION STATEMENT

Student Trustee Sheriff read the Mission Statement.

ACCEPTANCE OF AGENDA

Without objection, the agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Special Board Meeting, December 17, 2009, Special Board Meeting, December 17, 2009 Closed Session and the Regular Board Meeting, December 17, 2009 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Ms. Larson reported on the January 25, 2010 Committee of the Whole Meeting.

ICCTA REPORT

Mr. Lowe reported that the next ICCTA meeting will be held concurrently with the ACCT 2010 Legislative Summit in Washington, D.C. in February.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish referred to the Foundation newsletter, *Connections*, and reported that 575 students will continue this Spring semester in the MCC Promise program. He spoke about a meeting held January 20 to discuss the next phase of the MCC Promise program and outlined changes to MCC Promise

requirements: 32 service hours must be completed, and GPA requirements will change with each semester. He announced that the Foundation's "Take a Walk in Her Shoes" ball will be held March 19 at the Holiday Inn in Crystal Lake. Mr. Parrish stated that \$111,350 in donations was received during January for the MCC Promise program.

#### PRESIDENT'S REPORT

Dr. Plinske reported that students have registered for more than 66,300 credit hours, a 30% increase over Spring 2009. She shared that parking issues were resolved collaboratively, using a mathematical model to predict enrollment, achieving a high degree of accuracy, allowing the Spring course schedule to be designed so that projected enrollment would not exceed parking lot capacity. Dr. Plinske thanked those in Campus Public Safety and Buildings and Grounds for clearing parking lots of ice and snow, allowing traffic to flow smoothly during the first week of class. She believes the right decision was made not to build the gravel parking lot. Dr. Plinske announced tonight's kickoff of the MCC Spring 2010 Speakers Series, "An Affair with Food." Over the next four months faculty, student and guest speakers will address the topic of food and its impact on the local and global community. Upcoming events include: February 18, Interactive Breakout Sessions featuring a local food demo; March 18, Special Guest Speaker to be announced; and April 22, MCC Food Debate Night. Dr. Plinske also announced that the MCC Adult Education Department received a \$20,000 grant from the Chicago Tribune Charities - Holiday Campaign, a fund of the McCormick Foundation. The grant reflects a 100% increase from its inaugural year in 2009; MCC is the only community college that has received literacy funding from this Foundation. The grant increases the Adult Volunteer Literacy Program's outreach services in Harvard, Woodstock, and Marengo by supporting the cost of a part-time English as a Second Language clerk as well as additional software that allows students to practice literacy lessons. She thanked Wendy Moylan, Rick Clute, Marie Day and Matt Huseby for their work on this proposal.

#### PRESENTATION

Dr. Miksa introduced Ms. Catherine Jones, who spoke about the welding program, Shifting Gears, and the F.A.S.T. (Flexible and Sustainable Training) Grant program. She then opened the floor for questions and comments from the Board. Ms. Kurtz inquired how many students had successfully completed the

program and how many were employed. Ms. Marie Day responded to this question: fifty-eight students graduated from the program; eleven students were immediately employed, adding that the program ended in June of 2009, and exact numbers were not available. She shared that four students are working at Sage Products, eleven were working in various factories, one student is working at Seaquist, and one student went to Elgin Community College and is returning to the MCC Academy for High Performance to pursue a degree. Ms. Jones turned the presentation over to Ms. Marie Day, Coordinator of Literacy and Support Services, who outlined the history of the Shifting Gears program, spoke about the current work being done and shared student success stories. Ms. Kurtz asked how the curriculum and specific skills required were established. Ms. Day responded that she surveyed employment agencies to determine the skills needed, and spoke very highly of the engineers who taught the program.

## COMMUNICATIONS

### A. Faculty Report

Dr. Dow reported news from the Presidential Search: a draft of the Presidential Profile was recently completed and should be available for consideration soon. She reported that Dr. Plinske and Dr. Miksa attended a Faculty Association meeting and received an enthusiastic reception concerning strategic planning. She thanked the Board for understanding the need for additional funds due to increased enrollment and stated that tenure recommendations will be brought to the Board next month.

### B. Adjunct Faculty Report

Mr. Niemi announced the first full slate of officers had been elected. He was elected President, Mary Beth Linse - Vice President, Steve Jahnke - Secretary, and James Campbell - Treasurer. He thanked the Board for all they have done and wished them a good semester.

### C. Staff Council Report

There was no report.

### D. Student Trustee Report

Student Trustee Sheriff reported that Student Senate membership has grown due to increased enrollment. He stated that ten new organizations have been formed and shared photos of student events throughout the semester.

E. Trustee Report

Ms. Larson spoke about the Foundation's upcoming event on March 19 and expressed her hope for a Trustee table that evening. Ms. Kurtz hoped that alternative energy discussions would factor into the strategic planning process; Dr. Plinske said that alternative energy may emerge as an objective.

APPROVAL OF CONSENT AGENDA

Ms. Larson moved to approve the consent agenda, minus item C.5., Bleachers, Board Report #10-8. Ms. Walters seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

Ms. Walters moved to hold item F., Board Policy Revision, Policy 1.9, Freedom of Information Policy, Board Report #10-11, until the next Regular Board meeting. Ms. Kurtz seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

**For Approval**

- A. Executive Summary, Board Report #10-1
- B. Financial Statements
  1. Treasurer's Report, Board Report #10-2
  2. Authorize Payment of Voucher #1016 - \$2,148,555.21, Board Report #10-3
- C. Requests to Purchase/Renew
  1. Adobe Term Site License, Board Report #10-4
  2. Annual Legato Backup/Recovery Maintenance, Board Report #10-5
  3. Illinois Community College Trustees Association Membership, Board Report #10-6
  4. Printing Services for 2010-2011 and 2011-2012 MCC College Course Catalogs, Board Report #10-7
  5. Bleachers, Board Report #10-8
- D. Destruction of Audio Tape Recordings of the Closed Sessions of the May 17, 2008 Special Board Meeting and the June 24, 2008 Regular Board Meeting, Board Report #10-9
- E. Adoption of Resolution Supporting the Reauthorization of the Workforce Investment Act (WIA), Board Report #10-10
- F. Board Policy Revision, Policy 1.9, Freedom of Information Policy, Board Report #10-11
- G. Authorization of the College's Participation in Direct Lending Program, Board Report #10-12
- H. Personnel
  1. Personnel Adjustments for Fall 2009 Transfer and Occupational Courses, Board Report #09-193, Addendum
  2. Personnel Adjustments for Spring 2010 Transfer and Occupational Courses, Board Report #10-13
  3. Adult Education Personnel Considerations for Spring 2010, Board Report, #10-14
  4. Continuing and Professional Education Personnel Considerations for Spring 2010, Board Report #10-15
  5. Approval of Stipend for Acting Assistant Vice President of Buildings and Grounds, Board Report #10-16
  6. Approval of New Positions, Campus Public Safety Officers, Board Report #10-17
  7. Approval of Part-Time Employment Agreement, Board Report #10-18
  8. Appointment of New Secretary, Dean of Education, Board Report #10-19
  9. Appointment of Replacement Coordinator of Human Resources, Board Report #10-20
  10. Salary/Advanced Placement Adjustments, Board Report #10-21

TEMPORARY SUSPENSION OF BIDDING POLICIES AND PROCEDURES

Mr. Perkoski commented that the College has a \$10,000 limit on the threshold for bid projects, and that Illinois bid statute provides that if a project does not exceed \$50,000, the College can temporarily suspend its own policy. The suspension would apply only for the purchase of the bleachers, and normal policy will resume as soon as this item is approved. Ms. Walters moved to allow the temporary suspension of bidding policies and procedures and Ms. Kurtz seconded the motion. During discussion, it was indicated that a number of quotes had been received. The roll was called and all were in favor. The motion carried.

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Board Report #10-8 was discussed. After discussion, Ms. Walters moved to approve item C.5., Bleachers, Board Report #10-8, and Ms. Larson seconded the motion. There was no discussion; the roll was called and all were in favor. The motion carried.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Modification to Remodeling Project for Room A229
- D. Quarterly Report on Grants
- E. Smoking Procedures
- F. Distributed Press Releases, December 8-January 18, 2010

PRESIDENTIAL SEARCH

Dr. DeWitt announced that today is the first milestone; the Search Committee has completed the Presidential Profile with input from various constituencies and has created a document describing the College, the community, and identified characteristics wanted in the next McHenry County College president. Dr. DeWitt thanked Dr. Dow, Ms. Kivisto and Mr. Baumann for their assistance. Dr. DeWitt stated that the next step is to identify potential candidates. He added that the process is on schedule and proceeding very well.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no comments.

FUTURE AGENDA ITEMS

Ms. Larson requested a presentation on 3D Gaming.

At 7:50 p.m., Chair Lowe called for a short break before going into Closed Session, and announced that action would be taken after the Closed Session.

Mr. Parrish left the meeting at 8:00 p.m.

#### CLOSED SESSION

At 8:01 p.m., Ms. Larson moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2 (c), Exception #1, *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* and Exception #11, *Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.* Ms. Walters seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

At 11:43 p.m., Dr. DeWitt moved to come out of Closed Session and Ms. Kurtz seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session ended at 11:44 p.m.

#### TERMINATION/ELIMINATION OF POSITIONS

Ms. Larson made a motion to approve a recommendation for elimination of administrative position of MCC Promise Director and termination of employment contract of administrator 0110, in accordance with Board Policy 3.1.9 due to retrenchment. Ms. Kurtz seconded the motion. There was no discussion; the roll was called and all present were in favor. The motion carried.

Dr. DeWitt made a motion to approve recommendation for termination of probationary faculty member 0210 in accordance with Board Policy 3.1.9 and the MCC Faculty Contract and based on the Board's deliberations in closed session. Ms. Larson seconded the motion. There was no discussion; the roll was called and all present were in favor. The motion carried.

Ms. Walters made a motion to approve recommendation for termination of non-union staff member 0310

in accordance with Board Policy 3.1.9, and based on the Board's deliberations in closed session. Dr.

DeWitt seconded the motion. There was no discussion; the roll was called and all present were in favor.

The motion carried.

APPOINTMENT OF INTERIM VICE PRESIDENT OF ADMINISTRATIVE SERVICES AND  
TREASURER

Ms. Walters made a motion to approve the appointment of Vernon Manke as MCC's Interim Vice President of Administrative Services, based upon the terms and conditions discussed in closed session, subject to final attorney review. Dr. DeWitt seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

Ms. Walters made a motion to approve the appointment of Don Wilske as Interim Treasurer of McHenry County College, based upon the terms discussed in the closed session, subject to final attorney review. Dr. DeWitt seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 11:50 p.m.

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Patricia Kriegermeier, Recording Secretary

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Donna Kurtz, Board Secretary