

MINUTES
FINAL MEETING OF THE RETIRING BOARD
of McHENRY COUNTY COLLEGE

The Final Board Meeting of the Retiring Board of Trustees of McHenry County College was held on Thursday, April 22, 2010, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:22 p.m. When Secretary Kurtz called the roll, the following were present:

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

Attorney Joseph Perkoski was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Lowe led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Sheriff read the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

Special Board Meeting, April 1, 2010
Regular Board Meeting, April 1, 2010
Regular Board Meeting, April 1, 2010 Closed Session

The minutes of the April 1 Special and Regular Board meetings were accepted as presented. The Closed Session minutes will be reviewed during Closed Session.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Committee of the Whole – April 22, 2010

Ms. Miller presented a summary of the Committee of the Whole meeting.

ICCTA REPORT

Mr. Lowe stated there was not much to report; the next ICCTA meeting will be held in May.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish spoke about Foundation fundraising; “Take a Walk in Her Shoes” raised \$26,000.00. The next event will be the June golf outing, which is moving quickly with sponsorship and support. A donor recognition project is being put into place. Mr. Parrish then spoke about the Promise Program, which was a contract with the community, in which students would be sponsored, in return for a payback with community service. Mr. Parrish was delighted to report that approximately half the students have done their community service, and many have done more than the required hours. He was disappointed to say that about 250 students have not fulfilled their community service obligation. The Promise Program will be redefined as it goes forward. Mr. Parrish spoke about the students whose lives have been changed by participation in the Promise. He spoke also about those whose lives did not change. Ms. Frederick introduced Nicole Nootenes, a Promise student and newly elected Student Senator, who came to observe the Board meeting.

PRESIDENT’S REPORT

Dr. Plinske reported that in celebration of Earth Day, the Green Guide 2010 was distributed today through the *Northwest Herald*; this year’s edition was the first to feature information in Spanish. The Guide was made possible through a partnership with the Lou Marchi Total Recycling Institute and the *Northwest Herald*, with support from the Friends of MCC Foundation. Dr. Plinske spoke about MCC’s Continuing Education department’s partnership with SEDOM (Special Education District of McHenry County) to offer the Education & Careers Pathways Program. It was selected as the statewide Exemplary Program Award from the Illinois Council for Continuing Education and Training.

Dr. Plinske also reported that due to the Voluntary Income Tax Assistance (VITA) partnership between MCC and the Center for Economic Progress, twelve accounting students prepared 600 tax returns, and as a result, nearly \$1,000,000 was refunded to our community. She reported also that Instructor of Accounting, Ann Esarco has been selected as a member of the Internal Revenue Service Advisory

Council. She ended her report with good news: the College has received notification that its Moody's Bond rating increased from Aa2 to Aa1.

PRESENTATIONS

Special Needs

Ms. Albright introduced Ms. Mary Bello, sign language interpreter, and spoke about the Special Needs program and how sign language interpretation assists students. Ms. Albright then received questions and comments from the Trustees.

Damselflies of Chicagoland

Ms. Marla Garrison gave a presentation on the work done during her faculty leave and thanked the College for this life-altering opportunity. She has written a field guide entitled *Damselflies of Chicagoland* and is working with the Field Museum in Chicago to publish on their website.

COMMUNICATIONS

A. Faculty Report

Dr. Dow reported that she has ended her first year as President of the McHenry County College Faculty Association, helping move the institution forward through important transitions. She reported that 74 applications were received for three Founding Faculty scholarships available. One reviewer suggested that faculty members donate \$5.00 each, matching funds were approved from the MCCFA budget and the fourth student could receive \$1,000.00. She spoke about the proposals for parental leave. She stated that she has enjoyed this year.

B. Adjunct Faculty Report

Ms. Kriegermeier read a prepared report from Mr. Eric Niemi, President of the Adjunct Faculty association.

C. Staff Council Report

Ms. Kivisto spoke about this year's Staff Recognition Award winners: Kathy Hayhurst for Classified Staff and Talia Koronkiewicz for Professional Staff. She then congratulated all those who were nominated for these awards. She announced that Jill Henrichsen is the recipient of the MCCSC Scholarship. She plans to become an ultrasound technician and will complete all pre-requisites at MCC.

Ms. Kivisto also spoke about the April 29th Policies and Procedures workshop being sponsored by Professional Development and urges all to attend to become knowledgeable about how these policies apply to employees' daily lives. She thanked all who were here at the crack of dawn to assist in priority registration.

D. Student Trustee Report

Mr. Sheriff reported that Student Senate sponsored many events during Spirit Week. He spoke about the recent student talent show. He reported that five students traveled to Springfield for Student Advocacy Day and spoke with State Senators Pamela Althoff and Bradley Burzynski, and State Representatives Timothy Schmitz and Ronald Wait.

E. Trustee Report

Ms. Kurtz expressed appreciation for the College's leadership with the Green Guide.

APPROVAL OF CONSENT AGENDA

Trustee Kurtz moved to approve the consent agenda, minus item C.10, IT Consultant Services, Board Report #10-79. Trustee Larson seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

For Approval

- A. Executive Summary, Board Report #10-64
- B. Financial Statements
 1. Treasurer's Report, Board Report #10-65
 2. Authorization Payment of Voucher #1019, \$1,294,756.26, Board Report #10-66
- C. Requests to Purchase/Renew
 1. Third-Party Administrator for the FSA Benefit Program, Board Report #10-67
 2. Bottomline Technologies Annual License and Software Support Agreement, Board Report #10-68
 3. Construction of A229 Science Lab Remodel, Board Report #10-69
 4. Printing for *Voices 2010*, Board Report #10-70
 5. FY 2010-2011 Software License for the Advisor Degree Audit System, Board Report #10-71
 6. Research Library Database (ProQuest), Board Report #10-72
 7. Symantec AntiVirus License, Board Report #10-73
 8. Service Contract for the HVAC Maintenance Program, Board Report #10-74
 9. Payroll Services, Board Report #10-78
 10. IT Consultant Services, Board Report #10-79
- D. Academic Calendar for 2011-2012, Board Report #10-75
- E. 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, Addendum
3. Appointment of Replacement Coordinator of Contract Training, Board Report #10-76
4. Salary/Advanced Placement Adjustments, Board Report #10-77
5. Administrative Contracts for FY 2011, Board Report #10-80

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Dr. DeWitt left the room at 8:13 p.m. Ms. Miller moved to approve item C.10, IT Consultant Services, Board Report #10-79. Ms. Walters seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried. Dr. DeWitt returned after the vote.

FOR INFORMATION

- A. Quarterly Report on Grants
- B. Distributed Press Releases

PRESIDENTIAL SEARCH

Dr. DeWitt provided an update on progress with the Presidential Search Committee. Search firm Isaacson, Miller contacted more than 260 people regarding the search, and has identified 53 potential candidates for the Search Committee to review. The first review of candidates was conducted in March, and the goal for the April meeting was to establish a semifinalist list for interviews that will take place in May. Dr. DeWitt was pleased that the committee members were on the same page regarding whether a candidate was right for the College or not, which he feels speaks well to the level of quality the Search Committee will bring to the next stage of the process. Isaacson, Miller has asked the committee not to share the specific number of individuals to be interviewed on May 7 and 8. From those interviews, three or four candidates will be selected for campus interviews, meeting with various constituencies that week, providing feedback to the Board of Trustees. Interviews with the Board of Trustees will be conducted the week of May 24.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Larson announced that Mary Nolan, a Trustee at Moraine Valley Community College, passed away recently. At Ms. Larson's request, thirty seconds of silence was observed for Ms. Nolan.

FUTURE AGENDA ITEMS

There was no discussion.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 8:26 p.m. Chair Lowe announced that the Organizational Meeting would be held at the half hour mark.

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary