

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 22, 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 Mrs. Larson called the roll, the following were present:

Mr. Parrish
Mrs. Larson
Mr. Sheriff
Mr. Lowe
Dr. DeWitt

Attorney Perkoski was present as legal counsel. Ms. Kurtz arrived at 7:03 p.m. Ms. Miller arrived at 7:04 p.m. Ms. Walters was not present.

MISSION STATEMENT

Student Trustee Sheriff read the mission statement.

ACCEPTANCE OF AGENDA

Without objection, the agenda stands accepted.

ACCEPTANCE OF MINUTES:

Special Board Meeting September 17, 2009
Special Board Meeting September 17, 2009 Closed Session
Special Board Meeting September 21, 2009
Special Board Meeting September 21, 2009 Closed Session
Regular Board Meeting September 24, 2009
Regular Board Meeting September 24, 2009 Closed Session
Special Board Meeting October 1, 2009

Without objection, the minutes were accepted.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

BOARD COMMITTEE REPORTS

Committee of the Whole

Chair Lowe reported on the October 19, 2009 Committee of the Whole meeting.

ICCTA REPORT

Mr. Lowe reported that there is a meeting in early November that he plans on attending. Various trustees commented on presentations they attended at the recent ACCT conference that was held in San Francisco, CA from October 7 – October 10.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish indicated that the most recent Foundation meeting was held on October 14, 2009 but he was not able to attend. Due to Mr. Brennan's new position as the Interim Executive Director of the Friends of the McHenry County College Foundation, it was necessary for him to step down from his other positions on the Foundation Board. Tracy Izquierdo has been appointed to the position of Vice President and Rodger Brown has been appointed to the position of Secretary of the Foundation. In addition, four new Directors were accepted onto the Foundation Board: Matt Lemke, Mike Smith, Tom Paulsen, and Susan Singleton. Several changes and one new criterion (re-affirmation agreement) have been made to the MCC Promise. No new applications will be accepted next semester. Beginning in the Spring 2010 semester, the MCC Promise will cover a maximum of 12 credit hours per semester (previously covered up to 15 credit hours), the G.P.A. requirements will be changed to a 2.5 for Spring 2010, 2.75 for Fall 2010, 3.0 for Spring 2011. Community service hours will remain at 16 hours per semester for the Spring 2010 and then increase to 32 hours per semester for Fall 2010 and Spring 2011. The program will change to a reimbursement model. Tuition and fees will be due in full by tuition due date; students unable to meet this requirement may talk with the Office of Financial Aid for payment options. Lastly, students must complete and submit a re-affirmation agreement each semester. The document will indicate the student has read, understands and agrees to the program requirements and intends to attend McHenry County College as an MCC Promise student the following semester.

PRESIDENT'S REPORT

Dr. Plinske reported that MCC leads the state in enrollment and this is the first time in the College's history that the enrollment exceeded 6,000 students. October 20, 2009 was Professional Development Day, dedicated to employees, incorporating emergency drills as well as conferences on a wide range of topics. The Crystal Lake City Council approved the College's request for a five-year Temporary Use Permit to

construct a gravel parking lot north of Ring Road. While the College does not have any immediate plans to construct a gravel parking lot, this approval means that the College could begin construction of a parking lot relatively quickly if it experiences another surge in enrollment similar to this Fall. The National Safety Council has named the McHenry County College Traffic Safety School a Best Practice Award Winner. The program received the honor as a result of their exemplary 2008 Defensive Driving Course training. The award is presented to those training centers that lead the field in training safer motorists in their service area.

PRESENTATION

Ms. McGee and Mr. Curfman introduced students that are a part of Chi Gamma Iota, a new student group for veterans at MCC. The students discussed their experiences at the College.

COMMUNICATIONS

A. Student Trustee Report

Student Trustee Sheriff reported that the Student Senate recently started a new term with new senators from various campus clubs and organizations. Over the next few weeks, the current Student Senate will review, discuss and vote on changes to the current Student Senate Constitution. Student Trustee Sheriff attended the annual ACCT meeting in San Francisco and engaged in a workshop called “Facilitating a Successful Transition: Developing Board/President Expectations and Boundaries and The Leadership and Core Values Initiative in Illinois.” This, as well as other workshops, have been beneficial and the Student Trustee will share his knowledge with the Student Senate later in the month.

B. Faculty Report

Dr. Dow introduced two new faculty members and indicated that it is part of orientation to attend one Board meeting. Dr. Dow thanked the Board for meeting with the faculty members and indicated that the faculty would like to schedule an informal social event with the Board. Dr. Dow thanked the Board for their support for lab space and other materials that are needed for the Biology Department. The Faculty Association is drafting a policy in relation to new parental leave.

C. Adjunct Faculty Report

There was no report.

D. Staff Council Report

Ms. Kivisto reported that the Staff Council held their annual book sale and generated over \$400.00. All of the proceeds will go toward two scholarships. Ms. Kivisto reiterated the staff's desire to be involved in the process for the new president search and thanked the Board for their understanding on the matter.

E. Trustee Report

There was no report.

APPROVAL OF CONSENT AGENDA

Chair Lowe asked if any items need to be removed from the agenda.

For Approval

- A. Executive Summary, Board Report #09-262
- B. Financial Statements
 1. Treasurer's Report, Board Report #09-263
 2. Voucher #1013 - \$2,344,155.49, Board Report #09-264
- C. Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #09-265
- D. Requests to Purchase
 1. SirsiDynix Software License and Maintenance Agreement Renewal, Board Report #09-266
 2. Lighting Fixtures for the Black Box Theatre, Board Report #09-267
 3. Replacement of Telephone System Core Components, Board Report #09-268
 4. Renewal of AACC Annual Membership, Board Report #09-269
 5. Professional Architectural Services – Biology/Chemistry Lab, Board Report #09-270
 6. Software and Maintenance - Art Department, Board Report #09-271
 7. Rotary Lift - Automotive Department, Board Report #09-272
 8. Sterilizers - Biology Department, Board Report #09-273
 9. Water Purification Unit - Biology Department, Board Report #09-274
 10. ERP Project Management Services, Board Report #09-275
 11. Baseball Field Repairs, Board Report #09-276
- E. Destruction of Audio Tape Recording of the Closed Session of the March 27, 2008 Regular Board Meeting, Board Report #09-277
- F. McHenry County College Alumni Awards, Board Report #09-278
- G. New Board Policy – 2.8, Whistleblower Policy, Board Report #09-279
- H. Personnel
 1. Personnel Adjustments for Fall 2006 Transfer and Occupational Courses, Board Report #06-187 Addendum
 2. Personnel Adjustments for Spring 2009 Transfer and Occupational Courses, Board Report #08-260 Addendum
 3. Personnel Adjustments for Summer 2009 Transfer and Occupational Courses, Board Report #09-120 Addendum
 4. Personnel Adjustments for Fall 2009 Transfer and Occupational Courses, Board Report #09-193, Addendum
 5. Request for New Administrative Position, Internal Auditor, Board Report #09-280
 6. Appointment of New Coordinator of F.A.S.T. Grant, Board Report #09-281
 7. Appointment of Replacement Divisional Secretary, Career and Technical Education, Board Report #09-282
 8. Appointment of Replacement Illinois Small Business Development Specialist, Board Report #09-283

9. Appointment of Replacement Secretary, Office of Academic and Student Affairs, Board Report #09-284
10. Salary/Advanced Placement Adjustments, Board Report #09-285
- I. Spring 2010 Academic Calendar, Board Report #09-286

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Mrs. Larson made a motion to remove agenda items D.10, G, and I. Ms. Kurtz seconded the motion. The roll was called and all present were in favor. The motion carried. A brief discussion ensued about agenda item G; New Board Policy 2.8, Whistleblower Policy. Ms. Miller made a motion to hold the new policy until the Regular Board Meeting that is scheduled for November 19, 2009. Ms. Kurtz seconded the motion. The roll was called and all were in favor. The motion carried.

FOR INFORMATION

- A. Resignation
- B. H1N1 Communications Update
- C. Distributed Press Releases, September 12, 2009 - October 14, 2009

PRESIDENTIAL SEARCH PROCESS

There was no further discussion on this topic.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no comments.

FUTURE AGENDA ITEMS

There are no future agenda items.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 7:59 p.m.

Caryn Hook, Recording Secretary

Donna Kurtz, Board Secretary