

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, December 17, 2009, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:15 p.m. When Secretary Kurtz called the roll, the following were present:

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

Attorney Joseph Perkoski was present as legal counsel. Mr. Sheriff was absent.

COLLEGE MISSION STATEMENT

In Student Trustee Sheriff's absence, Dr. DeWitt 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, November 19, 2009, Tax Levy Public Hearing, November 19, 2009 and the Regular Board Meeting, November 19, 2009, Closed Session were accepted as presented.

The minutes of the Regular Board Meeting, November 19, 2009, were accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board. Chair Lowe thanked all who had a part in making the December 12 graduation ceremony a success.

BOARD COMMITTEE REPORTS

Vice Chair Miller reported on the November 14, 2009 Committee of the Whole Meeting.

ICCTA REPORT

Mr. Lowe reported that the next meeting will be in Washington, D.C. in February, 2010. He spoke about the continuing reduction of community college funding from the State of Illinois.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported that four new directors joined the Foundation Board: Mr. Lamke, Mr. Paulsen, Mr. Smith and Ms. Singleton. The audit review produced no alarming issues. The Board is still working on updating the bylaws and the Memorandum of Understanding. The first semester of the Promise program is about to close; a number of students are on their way to a goal and others realized that college was not in their plan. Students who did not maintain 12 credit hours, keep a 2.0 grade point average, or complete 16 hours of community service, will be ineligible to continue in the Promise program. Students and their parents will be notified of continuation or ineligibility. Mr. Parrish displayed a newspaper clipping from the September 25, 2009 *Northwest Herald* about the Promise program, noting that the reverse side of the clipping contained an article by Cyndi Wyss, stating that 400 to 450 students were expected to participate; however, the final figure was over 900 students. Mr. Parrish reported that over \$20,000 in donations has been received since that article was published. He also stated that a meeting will be held in early 2010 to redefine the Promise program. Mr. Brennan reported that the first matching funds check was received; \$5,490 from the Crystal Lake Dawnbreakers Rotary Club. Ms. Larson reported that two student volunteers helped the Harvard Lions Club and did a wonderful job.

PRESIDENT'S REPORT

Dr. Plinske reported that demand for MCC services continues at an impressive pace: students have registered for over 59,000 credit hours, a nearly 33% increase. Dr. Plinske spoke about Lindsay Carson's selection as Visiting Professor through College of DuPage's Costa Rican program. Dr. Plinske also announced that Congressman Manzullo has secured \$100,000 in federal funds to expand the Pathways program at SEDOM, in partnership with MCC.

PRESENTATIONS

Mr. Wally Reynolds introduced the Women's Volleyball team, which is nationally ranked and finished with a 37-14 record. The team qualified for a national tournament, finishing 11th in the nation in the NJCAA. He introduced Coach Chas Kennedy, who attained his 100th win this year, Assistant Coach Jeremiah Emberg and the volleyball team members were then introduced.

Dr. Flecia Thomas introduced Sage Learning Center staff members Tawnja Trimble and Deborah Skozek, who provided a video presentation on the services and benefits the Sage Learning Center offers to MCC students.

COMMUNICATIONS

A. Faculty Report

Dr. Dow introduced new faculty members Marie Robison, Deborah Alheit, Lisa Crizer, Amy Taylor, Robert Mihelik and Jack Brzezinski, and wished the Board, on behalf of the Faculty Association, a wonderful holiday and happy new year.

B. Adjunct Faculty Report

Mr. Niemi thanked the Board for the retroactive pay and spoke about the new website for Adjunct faculty. The first official meeting will be held on January 14 to approve bylaws and elect officers, creating a foundation for an active union. He wished the Board happy holidays.

C. Staff Council Report

Ms. Kivisto reported on the recent silent auction of handcrafted items that raised \$285.00 for scholarships. Three scholarships were awarded this semester. The Staff Council also held a food drive and collected 200 pounds of food to be delivered to the Crystal Lake and Woodstock food pantries. Ms. Carzoli and Ms. Kivisto are participating in the Presidential Search Committee. Ms. Kivisto thanked the Board for including staff in this process and wished them a safe and happy holiday season.

C. Student Trustee Report

Student Trustee Sheriff was absent; his report for November can be found in the Board Packet.

APPROVAL OF CONSENT AGENDA

Mr. Lowe stated that item C.1., ERP Project Management, Board Report #09-275 will be postponed.

Discussion ensued on item C.5., Business Process Analysis – Human Resources, Payroll, Purchasing and Accounts Payable, Board Report #09-306. Attorney Perkoski reviewed the contract and is speaking with the vendor's legal counsel. He recommended that the Board approve the contract, subject to final attorney review. Ms. Larson moved to accept the consent agenda, minus items C.1. , ERP Project

Management Services, Board Report #09-275, Postponed, and C.5., Business Process Analysis – Human Resources, Payroll, Purchasing and Accounts Payable, Board Report #09-306, and 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 #09-300
- B. Financial Statements
 - 1. Treasurer's Report, Board Report #09-301
 - 2. Authorize Payment of Voucher #1015 - \$1,878,496.93, Board Report #09-302
- C. Requests to Purchase/Lease
 - 1. ERP Project Management Services, Board Report #09-275, Postponed
 - 2. AQIP Systems Appraisal, Board Report #09-303
 - 3. Telephone Survey of MCC 2008-2009 Graduates, Board Report #09-304
 - 4. Art Department Clay Mixer, Board Report #09-305
 - 5. Business Process Analysis – Human Resources, Payroll, Purchasing and Accounts Payable, Board Report #09-306
- D. 2010-2011 Master Seniority List for Tenured Full-Time Faculty, Board Report #09-307
- E. Minimum Qualifications for Full-Time Faculty 2010-2011 Update, Board Report #09-308
- F. Approval of Application Submission for an Associate of Applied Science in Occupational Therapy Assistant Degree, Board Report #09-309
- G. Destruction of Audio Tape Recordings of the Closed Sessions of the May 7, 2008 Special Board Meeting, the May 19, 2008 Committee of the Whole Meeting and the May 22, 2008 Regular Board Meeting, Board Report #09-310
- H. Joint Educational Agreement Update, Board Report #09-311
- I. Approval of Memorandum of Agreement with the MCC Adjunct Faculty Association, Board Report #09-312
- J. Review of Closed Session Minutes, Board Report #09-313
- K. Personnel
 - 1. Personnel Adjustments for Spring 2009 Transfer and Occupational Courses, Board Report #08-260, Addendum
 - 2. Personnel Adjustments for Fall 2009 Transfer and Occupational Courses, Board Report #09-193, Addendum
 - 3. Approval of New Position, Occupational Therapy Assistant Instructor, Board Report #09-314
 - 4. Appointment of Replacement Director of McHenry County College Children's Learning Center, Board Report #09-315
 - 5. Appointment of Replacement Preschool Teacher, Board Report #09-316
 - 6. Appointment of Replacement Preschool Teacher, Board Report #09-317
 - 7. Appointment of Replacement Accountant, Board Report #09-318
 - 8. Salary/Advanced Placement Adjustments, Board Report #09-319

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Regarding item C.5., Business Process Analysis – Human Resources, Payroll, Purchasing and Accounts Payable, Board Report #09-306, Ms. Larson moved to approve the contract with Baker Tilly for the purpose of providing human resources, payroll, and accounts payable audit, subject to attorney review.

Ms. 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. Resignation
- C. Resignation
- D. Resignation
- E. Distributed Press Releases, November 11-December 7, 2009

SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Kurtz wished all a Merry Christmas and Happy Holidays.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 8:07 p.m.

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary