

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, March 24, 2011, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 7:07 p.m. When Secretary Walters called the roll, the following were present:

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

Attorney Daniel Curran was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller led the group in the Pledge of Allegiance.

MISSION STATEMENT

Mr. Sheriff read the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented without objection.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, February 24, 2011, were accepted as presented without objection.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Jason Lembke signed in to address the Board. He invited all to attend the summer events at the Lakeside Center and asked that the Board entertain competitive proposals from architectural firms when work is done at the College.

BOARD COMMITTEE REPORTS

Finance Committee

Ms. Walters reported on the March 21 and 24, 2011 Finance Committee meetings.

Facilities Planning Committee

Ms. Larson reported on the March 22, 2011 Facilities Planning Committee meeting.

Committee of the Whole

There was no report.

ICCTA REPORT

Mr. Lowe spoke about the State University Retirement System (SURS) presentation given at the last ICCTA meeting; SURS has 13 years of funding remaining. Legislation has been introduced to provide funding for the system from community colleges.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish had nothing to report. Discussion followed on the recent "Take a Walk in Her Shoes" ball which raised approximately \$30,000.00.

PRESIDENT'S REPORT/PRESENTATION

Dr. Smith announced kudos to the Adult Education program which has received funding for the Shifting Gears program. The program has done so well that it will be used as a model for other parts of the state. Accounting department faculty and students provided free income tax assistance under the VITA program; the Internal Revenue Service conducts "sneak visits" to make sure the program goes well. On March 9, the IRS visited and the program passed with flying colors. Dr. Smith noted that events are beginning at the Shah Center and that ten student artists will be featured in the April 2 Skyway Conference competition at Moraine Valley Community College. Dr. Smith noted that \$8.1 million in financial aid has been awarded to students. She provided an update from the Presidents Council meeting, and spoke about a bill concerning transfer degrees introduced by Senator Silverstein. The Council of Presidents is working with the Senator to amend the legislation.

PRESENTATIONS

Mercy Health System, Mr. Rich Gruber, Vice President

Mr. Rich Gruber and Mr. Dan Colby from Mercy Health System provided a brief overview of what their project entails and what advantages it will provide for graduates and students at MCC. Mr. Colby stated that Mercy Health System has 13 clinics, 100 physicians, and 750 employees in McHenry County. They have been told by patients, clients and friends that another hospital is needed in this area. They have developed a plan to build a \$200 million hospital, containing 128 beds and a medical office building housing 45 physicians. Mr. Gruber spoke to dispel the myth that there are competing applications; he stated that the Health Facilities Board considers each application independently. He spoke about the area in which the hospital would be built and the services that would be offered at that facility. Ms. Larson asked whether Mercy had a facility or interest in mental health services; Mr. Gruber responded that there were no mental health services at this time. He then spoke about the Mercy Health System project in Janesville, Wisconsin as an example of how Mercy plans and delivers services.

COMMUNICATIONS

A. Faculty Report

Dr. Bev Dow introduced the new instructor of the Occupational Assistant Program, Ms. Joyce Lane. She stated that pending Board approval, Dr. Kelly Fallon will join the faculty as a permanent Biology instructor and Ms. Barbara Perry Shelor will join the faculty as a Nursing, Lab Instructor in the fall. Dr. Dow stated that music Instructor, Dr. Paige Lush, has had a paper entitled "Art Music and the American Lyceum, 1875-1900" accepted to the North American Conference on 19th-Century Music. Dr. Dow offered congratulations to Ms. Kate Middy on her selection as ICCTA outstanding faculty member of the year. Dr. Dow urged the Trustees to approve the \$8.00 tuition increase, stating her belief that it is fundamental to the College's ability to uphold the high quality of service to students at this institution

B. Adjunct Faculty Report

Ms. Mary Beth Linse reported that adjunct faculty are working on contracts and are busy teaching. She encouraged the Board to approve the \$8.00 tuition increase.

C. Staff Council Report

Ms. Jonna Kivisto spoke about a quilting club formed last year; MCC employees create quilts and donate the quilts to PADS (Public Action to Deliver Shelter) for homeless children. She stated this is a great example of teamwork with all pitching in. She spoke about ongoing negotiations and thanked the staff and administration for creating a respectful and cordial atmosphere.

D. Student Trustee Report

Mr. Sheriff reported that forty-two students participated in the March 5 "iLead" conference. He attended the March 11-12 Illinois Student Assistance Commission meeting and is coordinating efforts for the April 14 Lobby Day in Springfield. He stated that he has been honored to serve as Student Trustee and is thankful for the opportunities he has received.

E. Attorney Report

Attorney Curran stated there was nothing to report.

APPROVAL OF CONSENT AGENDA

Mr. Lowe moved to approve the Consent Agenda and Ms. Walters 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 #11-36
- B. Financial Statements
 - 1. Treasurer's Report, Board Report #11-37
 - 2. Ratification for Payment of Voucher #1030 - \$2,000,500.61, Board Report #11-38
- C. Requests to Purchase/Replace/Renew
 - a. Additional Hosting Services for ANGEL Learning Management System, Board Report #11-39
 - b. Diploma Paper and Covers for Graduates, Board Report #11-40
 - c. Employee Appreciation and Recognition Reception Banquet Services, Board Report #11-41
 - d. Enterasys Network Equipment Maintenance, Board Report #11-42
 - e. Enterasys Network Switches, Board Report #11-43
 - f. Printing for *Voices 2011* Literary Magazine, Board Report #11-44
 - g. Retail Electric Supplier Agreement, Board Report #11-45
 - h. URSA Software Maintenance Agreement, Board Report #11-46
 - i. Windows and Apple-based Desktop/Laptop Computers, Board Report #11-47
- D. Destruction of Recordings of the Closed Sessions of the June 22, 2009 Committee of the Whole Meeting, the August 18, 2009 Special Board Meeting, and the August 27, 2009 Regular Board Meeting, Board Report #11-48
- E. ICCTA Outstanding Faculty Member Award, Board Report #11-49
- F. Approval of Laboratory, Computer Usage, and Technology Fees for FY 2012, Board Report #11-50

G. Personnel

1. Personnel Adjustments for Fall 2010 Transfer and Occupational Courses, Board Report #10-174, Addendum
2. Personnel Adjustments for Spring 2011 Transfer and Occupational Courses, Board Report #11-12, Addendum
3. Continuing and Professional Education Personnel Considerations for Spring 2011, Board Report #10-266, Addendum
4. Appointment of New Instructor of Biology, Board Report #11-51
5. Appointment of Replacement Communications Technician, Conference Center, Board Report #11-52
6. Appointment of Replacement Nursing-Lab Instructor, Board Report #11-53

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

No action was needed.

ADOPTION OF RESOLUTION, MERCY HEALTH SYSTEM

Mr. Sheriff moved to adopt the Resolution for Mercy Health System. Dr. DeWitt seconded the motion.

There was no discussion. The roll was called. Mr. Lowe, Mr. Parrish, Ms. Larson, Dr. DeWitt, Mr.

Sheriff, Ms. Walters and Ms. Miller voted in favor. Mr. Adams abstained. The motion carried.

TUITION AND FEES, Board Report #11-54

Ms. Larson moved to approve Tuition and Fees, Board Report #11-54. Dr. DeWitt seconded the motion.

There was no discussion. The roll was called and all were in favor. Mr. Parrish noted that he voted yes reluctantly. The motion carried.

CULINARY MANAGEMENT/CAFETERIA PROJECT, Board Report #11-55

Mr. Sheriff moved to approve Culinary Management/Cafeteria Project, Board Report #11-55. Mr. Lowe seconded the motion.

Discussion followed. Dr. Miksa spoke about the work conducted with the architect to create the conceptual drawings for the project. Messrs. Gilfillan and Callahan from Studio GC gave a presentation.

A feasibility report was approved at the December, 2010 Board of Trustees meeting and the near final findings will be shared at tonight's meeting to determine next steps. Dr. Miksa distributed handouts outlining the project planning process, budgeting and scheduling. Mr. Callahan provided a budget summary, including figures for Phases 1, 2 and 3, along with a projected schedule for each phase. He opened the floor for questions.

Dr. Smith stated that the Facilities Planning Committee has been looking at this project for approximately three months. A lengthy discussion was held at the March 22 meeting resulting in the recommendation that the Board move forward to implement the project. Dr. Smith stated that three architectural firms would be selected – one to work on small campus projects, one to create the Facility Master Plan, and one to work on large projects. A Request for Proposals was sent out for small projects, and this project would be covered there. She stated that nineteen proposals were received, and a process will begin to select three to four firms to interview. The firm chosen will work on this project. Dr. Smith added that the project would be funded from the Operations and Maintenance Restricted budget, from funds that have been built up over the years specifically for such projects.

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

DISCUSSION ON PUBLICATION OF W2s AND TOTAL COMPENSATION

Ms. Walters spoke about this item, which was tabled from the Finance Committee meeting. She stated that to be more transparent, this information could be published and then opened the floor for discussion. Mr. Lowe asked whether information would be published for the entire staff; Ms. Walters responded that it would cover all employees. Dr. Smith stated that in researching this issue, it was found that many school districts publish employee salaries but not W2s and pension information. Discussion followed on legal requirements, information that could be published, publishing positions and amounts rather than names, and publishing a range of salaries. Chair Miller thanked all for this discussion.

DCEO LIGHTING GRANT, Board Report #11-56

Mr. Adams moved to approve DCEO Lighting Grant, Board Report #11-56. Ms. Walters seconded the motion. Discussion followed regarding the financial savings to the College. The roll was called and all were in favor. The motion carried.

INFORMATION REPORTS

A. ERP Report

Dr. Butler reported that the project is picking up steam; meetings with Datatel and MCC staff were held over the past week which aided in the discovery process. A projected “hardware readiness state” was

cited as April 18, after which software installation and configuration begin. This process would take approximately a month with the system in place and running by mid-May. Dr. Butler is very encouraged and feels the team has gotten off to a good start. Mr. Lowe stated that he is glad to see this get done. Dr. Smith added that employees are excited about the progress of this process.

- B. ICCTA Paul Simon Student Essay Contest
- C. MCC Rebranding Effort
- D. Distributed Press Releases

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Larson stated that the approval of the DCEO lighting grant promises to save the College money and leads the College towards a more “green” attitude. Mr. Lowe stated that he was encouraged to see changes.

FUTURE AGENDA ITEMS

No future agenda items were proposed.

CLOSED SESSION

At 8:50 p.m., Mr. Lowe moved to go into Closed Session to discuss matters covered under 120/2(c), Exception #5, *The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired*, and 120/2(c), Exception #21, *Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06*. Dr. DeWitt seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session began at 8:50 p.m. A five-minute break was announced, after which Closed Session will reconvene.

At 9:05 p.m., Dr. DeWitt moved to come out of Closed Session. Mr. Sheriff seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session ended at 8:45 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES: Regular Board Meeting February 24, 2011

The minutes of the Closed Session, Regular Board Meeting, February 24, 2011 were accepted without objection.

ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 9:06 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary