

MINUTES  
REGULAR BOARD MEETING  
OF McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, June 24, 2010 in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 8:30 p.m. When Secretary Kurtz called the roll, the following were present:

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

Attorney 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, without objection.

ACCEPTANCE OF MINUTES

The minutes of the May 27, 2010 Regular Board meeting, and the June 8, 2010, June 10, 2010 and June 11, 2010 Special Board meetings were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. David Elder addressed the Board, speaking about his years of service to the College and the Chi Upsilon Chapter of Phi Theta Kappa student honor society. He thanked the Board for their support over the years.

Dr. Miksa introduced Ms. Juletta Patrick, new Assistant Vice President of Academic and Student Affairs.

Trustee Larson presented a vase of roses to Dr. Kathleen Plinske, containing one rose from each Trustee

with sentiments written and attached, as a going-away gift. Mr. Lowe then presented Dr. Plinske with a framed copy of the Board's acknowledgement which appeared in the local newspaper; the acknowledgement had been signed by all the Trustees. The acknowledgement read:

*Letter of Acknowledgement*

*The McHenry County College Board of Trustees, on behalf of the community, wishes to express our appreciation to Dr. Kathleen Plinske for her exceptional leadership, honesty and integrity in addressing many crucial issues at McHenry County College (MCC) over the past seven months as Interim President. Through innovation, an unmatched work ethic and outstanding leadership skills, Dr. Plinske successfully managed and addressed a "perfect storm" of challenges that included dramatic enrollment growth and organizational changes. Dr. Plinske's successful tenure as our Interim President has provided MCC with a stronger foundation to serve our students and the community.*

*As MCC's Interim President, Dr. Plinske set a high standard for student support by making it a priority to regularly meet with students, answer their questions, attend student field trips, teach classes, and attend student sporting and community events.*

*Dr. Plinske also initiated important new management tools at MCC, which include:*

- The introduction of Key Performance Indicators (KPIs) as part of the Academic Quality Improvement Program (AQIP) in order to measure and improve institutional performance.*
- The development of a strategic plan to formalize the institutional commitment for continuous improvement, accountability for student success and academic excellence, as well as environmental stewardship to promote sustainability. For example, MCC will plant its first rain garden this year to reduce the pollutants introduced into the Crystal Lake watershed.*

*Other accomplishments by Dr. Plinske and her team include:*

- Establishing a more robust security environment at MCC by institutionalizing security procedures, communications and scheduling regular security drills.*
- Developing pragmatic, creative solutions that saved tax payers hundreds of thousands of dollars. For example, higher enrollment was accommodated by optimizing the use of existing parking lots rather than building a new parking lot, and student registration was re-engineered to streamline the process and thus eliminate student wait times.*

*Dr. Plinske has set a new standard for her courage and integrity in making difficult decisions and taking actions in the best interest of McHenry County College. As MCC enters this next era to serve the academic needs of our community, the MCC Board of Trustees wishes to express our deep appreciation to Dr. Plinske for her important contributions to MCC during her tenure as Interim President.*

*Sincerely,*

*The McHenry County  
College Board of Trustees*

Dr. Plinske thanked the Board for their gift and acknowledged her mother, grandmother and aunt who were present at the meeting.

#### BOARD COMMITTEE REPORTS

Ms. Miller reported on the June 24, 2010 Committee of the Whole Meeting.

#### ICCTA REPORT

Mr. Lowe reported that at the ICCTA annual meeting, Student Trustee Cody Sheriff received the award as Outstanding Student Trustee in the state of Illinois. He added that Janet Scott was also honored as McHenry County College's nominee for Faculty of the Year.

#### FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported that the June 4 golf outing was well-attended and well-conducted. He reported also that 350 students will continue with the Promise program for fall semester, adding that forty-nine Promise students achieved a 4.0 GPA.

#### PRESIDENT'S REPORT

Dr. Plinske reported on the past year's highlights. She asked the Board to think back to last summer, as the College led the state in enrollment growth. She recalled employees parking at Lippold Park and riding a shuttle bus to campus, and resolving the parking shortage by restriping the parking lot. She remembered the first day of spring enrollment in October, 2009, which caused the online system to crash, and spoke about how an AQIP team developed a very successful priority registration process, making the next registration proceed smoothly. She explained that the first Systems Portfolio revealed that full-time freshmen at McHenry County College tend to complete a degree, certificate, or transfer in three years, higher than the state average. She added that 550 students applied for a degree or certificate, including the first 25 nursing students. She recounted that the literary publication *Voices* won national awards, and announced with pride that the Lady Scots volleyball team won the Illinois Skyway season and tournament, and were nationally ranked. She spoke about the success of the College's Forensics team at a national tournament, and national recognition of Phi Theta Kappa Chi Upsilon chapter. She recalled the

\$250,000.00 earmark from Congresswoman Melissa Bean's office for Flexible and Sustainable Training (F.A.S.T.), and the \$100,000.00 in funding received from Congressman Manzullo's office for the Pathways program for students, with assistance from the Special Education District of McHenry County. She spoke about infrastructure improvements: remodeling of a science lab, installation of new bleachers, inception of a wireless network, and planning of the first rain garden to improve the quality of water in the Crystal Lake aquifer. She spoke about completion of the College's Strategic Plan, "42 Days of Strategic Planning," and thanked the Board for the opportunity to serve as President for the last nine months, stating that she could think of no greater honor and privilege than serving her community and alma mater.

#### PRESENTATION

Mr. David Elder and a group of Phi Theta Kappa students gave a presentation about the Chi Upsilon chapter of Phi Theta Kappa at McHenry County College. They provided information about the many awards chapter members received at the recent state convention.

#### COMMUNICATIONS

##### A. Faculty Report

Dr. Bev Dow reported that for many faculty, summer is not a vacation; they serve students in other ways. She shared that Jim Gould and Ted Hazelgrove are in Germany this month to conduct research for a Learning Communities class. She spoke about the number of items on tonight's agenda that are essential to students, and expressed her appreciation of the administration's willingness to treat all faculty in the same way. She welcomed Marcia Quirk, just appointed as Laboratory Manager, Biological Sciences. She thanked Dr. Plinske and wished her the best.

##### B. Adjunct Faculty Report

Mary Beth Linse, new President of the adjunct association, presented the adjunct report. She thanked Dr. Plinske for her service and wished her well. She expressed to the Board that the McHenry County Adjunct Faculty Association will work together with the Board to make this College great.

C. Staff Council Report

Ms. Kivisto spoke about the Staff Council food drive and silent auction being conducted next week to help local food pantries. She added that the Shah Center food drive collected 102 pounds of food and \$25.00 to be donated to the Crystal Lake Food Pantry. Ms. Kivisto expressed the Staff Council's well wishes to Dr. Plinske at Valencia Community College, and stated that Dr. Plinske will have the best interests of Valencia students at heart, just as she did at McHenry County College.

D. Student Trustee Report

Mr. Sheriff reported on the Student Leadership Institute held June 4 and 5 in Springfield, which is very helpful in orienting new student trustees. He felt that Mr. Lowe and Mr. Perkoski gave an excellent presentation at the institute. He is optimistic that the student group will accomplish many goals. He shared that the Phi Theta Kappa Relay for Life held recently raised \$140,000.00 for the American Cancer Society.

E. Trustee Report

There was no report.

APPROVAL OF CONSENT AGENDA

Item C. 21, IT Procurement Services, Board Report #10-130, was taken off the consent agenda and item I., Board Policy Revisions, Policy 3.1.2.1 – Affirmative Action and Non-Discrimination, and Policy 4.3.2 – Student Harassment/Discrimination, Board Report #10-136, was postponed. Ms. Larson moved to approve the consent agenda minus C. 21, IT Procurement Services, Board Report #10-130, and item I., Board Policy Revisions, Policy 3.1.2.1 – Affirmative Action and Non-Discrimination, and Policy 4.3.2 – Student Harassment/Discrimination, Board Report #10-136. Ms. Miller seconded the motion. Dr. DeWitt recused himself from the vote and left the room. There was no discussion. The roll was called and all present were in favor. The motion carried.

**For Approval**

- A. Executive Summary, Board Report #10-107
- B. Financial Statements
  - 1. Treasurer's Report, Board Report #10-108
  - 2. Ratification of Payment for Voucher #1021 - \$1,939,211.25, Board Report #10-109

- C. Requests to Approve/Authorize/Purchase/Renew
  - 1. FY 2011 Purchasing Prior to Adoption of the College Budget, Board Report #10-110
  - 2. ACT COMPASS Software Units and Annual License, Board Report #10-111
  - 3. Cash Registers for Bookstore Point of Sale System, Board Report #10-112
  - 4. ClearPath System Software License, Board Report #10-113
  - 5. Contract for Printing of FY 2011 Course Schedules, Board Report #10-114
  - 6. Food Services Primary Food Distributor, Board Report #10-115
  - 7. Fire Alarm, Clock System and Sprinkler Service Agreement, Board Report #10-116
  - 8. FY 2011 Group Insurance Program, Board Report #10-117
  - 9. Higher Education Opportunity Act (HEOA) Compliant Packet-Switching Appliance, Board Report #10-118
  - 10. Library Database Subscription Renewals, Board Report #10-119
  - 11. Online Database Services, Board Report #10-120
  - 12. Services from Illinois Library Information Network and Online Computer Library Center, Bd. Rpt. #10-121
  - 13. Professional Editing Services for MCC Course Catalog, Board Report #10-122
  - 14. Property, Casualty and Workers' Compensation Insurance, Board Report #10-123
  - 15. Public Radio Campaign for FY 2011, Board Report #10-124
  - 16. Radio Advertising for FY 2011, Board Report #10-125
  - 17. Resolution for Prevailing Wage, Board Report #10-126
  - 18. Secondary Athletic Insurance Coverage, Board Report #10-127
  - 19. Waste Disposal Service, Board Report #10-128
  - 20. SURS 6% Billing, Board Report #10-129
  - 21. IT Procurement Services, Board Report #10-130
- D. ICCB Project Completion Report, Shah Center Classroom Build-Out Project, Board Report #10-131
- E. License Agreements Groundwater Monitoring Wells, Board Report #10-132
- F. Fiscal Year 2012 RAMP, Board Report #10-133
- G. Review of Closed Session Minutes, Board Report #10-134
- H. FY 2011 Working Cash Transfer Resolution, Board Report #10-135
- I. Board Policy Revisions, Policy 3.1.2.1 – Affirmative Action and Non-Discrimination, and Policy 4.3.2 – Student Harassment/Discrimination, Board Report #10-136
- J. 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. Personnel Adjustments for Summer 2010 Transfer and Occupational Courses, Board Report #10-93, Addendum
  - 4. Adult Education Personnel Considerations for Summer 2010, Board Report #10-137
  - 5. Appointment of Replacement Laboratory Manager, Biological Sciences, Board Report #10-138
  - 6. New and Eliminated Positions, Board Report #10-139
  - 7. Salary Adjustments, Board Report #10-140

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Miller made a motion to amend the agreement with Strata Information Group (SIG) to continue ERP consulting services as a part of the existing agreement, in an amount not to exceed \$65,000.00. Ms.

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

The motion carried. Dr. DeWitt then returned to the meeting.

Ms. Larson moved that Board Report #10-136, Board Policy Revisions, Policy 3.1.2.1 – Affirmative Action and Non-Discrimination, and Policy 4.3.2 – Student Harassment/Discrimination, be held until the next regular Board meeting. Dr. DeWitt seconded the motion. The roll was called and all were in favor; the motion carried.

#### APPOINTMENT OF CO-LEAD ADMINISTRATORS

Ms. Miller moved to appoint Tony Miksa and Vern Manke as temporary Co-Lead Administrators, pending appointment of the President. Ms. Walters seconded the motion. There was no discussion. The roll was called and all present were in favor; the motion carried.

#### AUTHORIZATION FOR IRS PAYMENT

Ms. Miller moved to authorize payment to the Internal Revenue Service concerning payroll, in the event that a payment is required. Ms. Larson seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

#### FOR INFORMATION

- A. Resignation
- B. Resignation

#### PRESIDENTIAL SEARCH

Dr. DeWitt announced there had been no further activity since his announcement at the Committee of the Whole meeting earlier this evening.

#### SUMMARY COMMENTS BY BOARD MEMBERS

Chair Lowe thanked Dr. Plinske for her service to the College, adding that she has been a delight to work with. He stated that he does not have to ask what is going on, Dr. Plinske always keeps him informed.

He wished her well in her new job, stating that he is sure she will excel there as she has done here. Dr.

Plinske stated that it has been a pleasure and an honor to be a part of McHenry County College.

Ms. Walters thanked Dr. Plinske personally for taking the challenge that the Board gave her and doing such a wonderful job.

Ms. Kurtz thanked Chair Lowe and Ms. Walters for their comments and stated that the Board has been lucky to have Dr. Plinske as Interim President.

Ms. Kurtz asked that the idea of video streaming Board meetings be revisited, as well as revisiting the idea of an internal legal department.

FUTURE AGENDA ITEMS

There was no discussion.

CLOSED SESSION

There was no Closed Session.

ACCEPTANCE OF CLOSED SESSION MINUTES

The minutes of the May 27, 2010 Regular Board Meeting, Closed Session, were accepted as presented.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 9:16 p.m.

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Patricia Kriegermeier, Recording Secretary

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Donna Kurtz, Board Secretary