

MINUTES  
REGULAR BOARD MEETING  
OF McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, September 23, 2010, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 7:00 p.m. When Ms. Larson called the roll in Secretary Kurtz's absence, the following were present:

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

Ms. Kurtz was absent. Attorney Perkoski was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller 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

The minutes of the Budget Hearing Meeting, August 26, 2010, were accepted as presented. The minutes of the Regular Board Meeting, August 26, 2010, were amended in the last line on page five to reflect that the roll was called for the original motion *as amended*. The minutes were accepted as amended.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Committee of the Whole

Dr. DeWitt reported on the September 23, 2010 Committee of the Whole Meeting. The primary items for discussion were the Board Retreat and discussion of the future of the Committee of the Whole.

Consensus was reached to hold the Committee of the Whole meeting every other month.

#### Planning Committee

Ms. Larson reported on the September 16, 2010 Planning Committee meeting. The committee reviewed the 2004 Facilities Master Plan, spoke about the completion of the Academic Plan, discussed looking into placement of a water main, and spoke about conducting a review of updated watershed ordinances with the City of Crystal Lake.

#### ICCTA REPORT

Mr. Lowe did not attend the last meeting and deferred to Dr. Smith, who attended the ICCTA Presidents Council meeting. She reported that an orientation for new presidents was conducted and that reports were given by the Illinois Board of Higher Education and the Illinois Community College Board, showing the state's grim economic situation.

#### FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish spoke about the scholarship booklet recently published. He reported that administrative problems related to the MCC Promise program were researched; 78 students incorrectly disqualified were readmitted to the program. Mr. Parrish thanked Brett Rowland of the *Northwest Herald* for their balanced coverage of these issues. Mr. Parrish thanked Mr. Lowe for agreeing to attend Foundation Board meetings in his place.

#### PRESIDENT'S REPORT

Dr. Smith spoke about participants in Community College Operations Overview (CCOO), who will attend six sessions this semester to learn about inner workings of community colleges. She shared that in September, Adult Education and Family Literacy held a storytelling event, and held Coffee with Colleagues in their area. Senator Althoff and Representative Tryon attended the coffee and visited ESL classes, where ESL students asked some tough questions. Dr. Smith reported good news from Dr. Miksa – the College in High School (dual credit) program had 22 students last year; this fall, the program has expanded to 328 students. Dr. Smith explained why this is a win-win for everyone: students get a step up, parents save money, the College gets an opportunity to bring education out to the high schools. Dr.

Miksa and Mr. Capalbo will make sure that this opportunity is expanded into more classes in the high schools. Dr. Smith also spoke about the rain garden completed near Ring Road containing 1,500 plants which will help the Crystal Lake watershed by taking pollutants out of the runoff from Ring Road. Other locations on campus are being considered for similar gardens. Dr. Smith asked Trustees about the Board Calendar provided, listing events they may want to attend, with a link to the MCC events calendar. This document will be included in the Board Packet each month.

### PRESENTATIONS

#### A. Student Senate Inductions – Ms. Talia Koronkiewicz, Coordinator of Student Life & Campus Activities, and Students

Ms. Koronkiewicz spoke about the Student Senate elections and explained that each student organization elects a representative from their group to serve on the Senate. Inductees at tonight's meeting include Jessica Cortes: President, Rebecca Lenzini: Vice-President, Samantha Dahlgren: Treasurer, Krystal Garmon: Secretary, Mike Ziegler: Elected Senator, Drew Wilkins: Elected Senator, Nicole Nootens: Elected Senator, Kristal Garcia: Art Club Senate Representative, Amanda Keen: Phi Theta Kappa Senate Representative, Edgar Phillip: Black Student Union Senate Representative, Shannon Asprooth: Drama Club Senate Representative, Laura Gallagher: Future Engineering & Scientist Society Senate Representative, David Ling: Game Club Senate Representative, Luis Cuello: Latinos Unidos Senate Representative, Kathleen Stemple: Forensics Team Senate Representative, Courtney Johnson: Cheshire Cheese Society Senate Representative, Megan Fayer: Writers Block Senate Representative, Hailey Whitney: Student Peace Action Network Senate Representative and Ana Estrada: Rotaract Senate Representative. After introductions were made, Chair Miller administered the Oath of Office to the group and the Board wished all good luck.

#### B. 2010 NISOD Awards, Mr. Culp, Mr. Reass, and Ms. Ruthven – Dr. Tony Miksa, Vice President of Academic and Student Affairs

Dr. Miksa spoke about the nomination process for the awards from NISOD, the National Institute of Staff and Organizational Development, in which past winners judge the entries and select the next winner. He recognized the three award winners and spoke about each of their accomplishments.

## COMMUNICATIONS

### A. Student Trustee Report

Mr. Sheriff is hosting “Ask Cody Anything” sessions the Monday after each Board of Trustees meeting, where students can ask questions. He highlighted September events: Kathy Kelly spoke about Afghanistan and Pakistan in a presentation entitled “Drones on Trial,” Latino Heritage month events, and the first Veterans’ Forum is scheduled for October 13. He mentioned that *GI Jobs* magazine has named MCC a “military friendly school.”

### B. Faculty Report

Dr. Dow expressed pride in the NISOD award winners. She introduced new faculty member Laureen Martin, nursing instructor attending tonight’s Board meeting. She announced an upcoming rainforest presentation by filmmaker Larry Lansburgh in MCC’s Conference Center. She stated that negotiations on the retirement policy are moving along and parental leave discussion should happen in the near future.

### C. Adjunct Faculty Report

There was no report.

### D. Staff Council Report

Ms. Kivisto reported that the Staff Council has 36 new members this year. She spoke about the updated Guidelines for Responsible Use of Information Technology that will be presented to all employees. She spoke about the upcoming contract negotiations. She stated that a survey was sent to Staff Council members regarding volunteer service they perform, and shared that of the 49 employees who have already responded, 65% provide volunteer service to a wide variety of community organizations. The Staff Council is considering hosting a weekend volunteer event, and Service Learning Coordinator Emily Smith has expressed an interest in helping with this event. The Staff Council will also look into the October 23, 2010 “Lend a Hand Day” through Leadership of Greater McHenry County.

## APPROVAL OF CONSENT AGENDA

Chair Miller asked for a motion to approve the consent agenda. Mr. Lowe moved to approve the consent agenda and Ms. Larson seconded the motion. During discussion, Ms. Walters cited item #6, Medium-

Duty Dump Truck, Board Report #10-191, and inquired whether this truck could be used to remove snow. Chair Miller and Mr. Lowe addressed her question. Ms. Walters asked about item #7, Professional Services to Design Reconstruction of the Loading Dock Leveler, Board Report #10-192. After discussion, Ms. Walters decided to abstain on this item. Ms. Walters questioned Item E. 8, Salary/Advanced Placement Adjustments, Board Report #10-202 and discussion ensued. After discussion, Ms. Walters withdrew her question. Mr. Lowe moved to amend his motion to reflect that item #7, Professional Services to Design Reconstruction of the Loading Dock Leveler, Board Report #10-192, be withdrawn. Dr. DeWitt seconded the motion to amend. A voice vote was taken and all were in favor; the motion to amend the original motion carried. The roll was called on the amended motion to approve the Consent Agenda and all were in favor. The roll was called and the following Trustees voted in favor:

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

**For Approval**

- A. Executive Summary, Board Report #10-183
- B. Financial Statements
  - 1. Treasurer's Report, Board Report #10-184
  - 2. Ratification of Payment for Voucher #1024 - \$2,060,642.99, Board Report #10-185
- C. Requests to Purchase/Renew
  - 1. Annual Elevator Service Agreement, Board Report #10-186
  - 2. Bookstore Counters, Board Report #10-187
  - 3. Collegiate Assessment of Academic Proficiency Test, Board Report #10-188
  - 4. Custom Stage Extensions, Board Report #10-189
  - 5. IT Consulting Services, Board Report #10-190
  - 6. Medium-Duty Dump Truck, Board Report #10-191
  - 7. Professional Services to Design Reconstruction of the Loading Dock Leveler, Board Report #10-192
  - 8. Professional Services to Design a Supplemental Instruction Program, Board Report #10-193
  - 9. Snow Removal Services for MCC Main Campus, Board Report #10-194
  - 10. Snow Removal Services for Shah Center, Board Report #10-195
  - 11. Treadmills for the MCC Fitness Center, Board Report #10-196
  - 12. UpToDate Database Subscription, Board Report #10-197
- D. Reorganization of Administration, Board Report #10-198
- E. Personnel
  - 1. Personnel Adjustments for Fall 2009 Transfer and Occupational Courses, Board Report #09-193, Addendum
  - 2. Personnel Adjustments for Summer 2010 Transfer and Occupational Courses, Board Report #10-93, Addendum

3. Personnel Adjustments for Fall 2010 Transfer and Occupational Courses, Board Report #10-174, Addendum
4. Continuing and Professional Education Personnel Considerations for Fall 2010, Board Report #10-175, Addendum
5. Appointment of Acting Assignment, Board Report #10-199
6. Appointment of Replacement Operations/Programmer Specialist, Board Report #10-200
7. Approval of New Position Academic/Transition Advisor, Board Report #10-201
8. Salary/Advanced Placement Adjustments, Board Report #10-202

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Dr. DeWitt moved to approve the consent agenda minus item #7, Professional Services to Design

Reconstruction of the Loading Dock Leveler, Board Report #10-192; Mr. Lowe seconded the motion.

Ms. Walters recused herself from voting on this item. The roll was called and the following Trustees voted in favor:

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

The motion carried.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Distributed Press Releases

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Larson encouraged all to consider attending the Bioneers program on Saturday, November 6, which will feature speakers of note. Ms. Miller spoke about the McHenry County Council of Governments meeting that she and Dr. Smith attended on September 22 and encourages all to see the Conservation District's new visitor center which features wireless access. Mr. Sheriff praised this year's student newspaper staff and encouraged the Board to keep up reading *The Tartan* as new issues come out. Ms. Larson asked that a copy of *The Tartan* be available for each Trustee at Board meetings.

FUTURE AGENDA ITEMS

Dr. Smith spoke about a report received from the National School Safety Center, about which Mr. Clesceri will speak tonight. At Mr. Manke's request, Mr. Clesceri wrote up a working document to

provide insights into a college safety/security department versus a college police department. Mr. Lowe stated that from the Board's perspective, this issue has been thought about for some time. He has worked on this issue with ICCTA members from Prairie State College and College of DuPage. Mr. Clesceri stated that he has been providing ongoing information and researching questions as they arise and would be happy to answer any questions from the Board. He explained a new Illinois law that requires sworn police officers on campus to be armed. He stated that the Crystal Lake Police Department does a fine job, and spoke of the benefits of using sworn college officers who can provide quicker response times, are familiar with the campus, and would have access to law enforcement databases and information. He deferred to Attorney Perkoski, who spoke about the legal protection afforded to sworn officers, not available to security personnel. Mr. Clesceri stated that he has spoken with the Crystal Lake Police Department and they are supportive of a campus police department. Concerns raised about firearms on campus were discussed; in response, Mr. Clesceri stated that all campus officers would be professional, trained and uniformed officers, whose main priority is to serve and protect students and staff. Student Trustee Sheriff volunteered to conduct a student survey on this issue and will report back to the Board. Ms. Walters inquired whether the officers would be college employees belonging to a union; Mr. Clesceri responded they would be college employees, but not union members. Ms. Walters inquired also about coverage during off times such as spring and winter breaks, and number of officers. Mr. Clesceri responded that issues would be worked out with the City of Crystal Lake through inter-governmental agreements and spoke of possible options. He responded that there would be four to five sworn officers and five non-sworn personnel. Dr. Smith asked Chair Miller if it would be appropriate to bring a recommendation to the October Board Meeting; Chair Miller responded that it would. Chair Miller asked Mr. Sheriff to email the student survey to Ms. Kriegermeier. Ms. Walters asked for a report with more specific detail. Mr. Parrish asked that Mr. Clesceri research the firearms issue.

Chair Miller announced a short break at 8:11 p.m., after which the Board would go into Closed Session.

CLOSED SESSION

At 8:18 p.m., Chair Miller asked for a motion to go into Closed Session. Mr. Lowe moved to go into Closed Session to discuss matters covered under 120/2(c) Exception #1, *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity*, 120/2(c), Exception #11, *Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting* 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*. Ms. Walters seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried. Closed Session began at 8:20 p.m.

At 9:12 p.m., Mr. Lowe moved to come out of Closed Session and Ms. Walters seconded the motion. There was no discussion. A voice vote was taken and all were in favor. The motion carried and Closed Session ended at 9:12 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES

Mr. Lowe moved to approve the minutes of the August 26, 2010 Closed Session, and Dr. DeWitt seconded the motion. The roll was called and all present were in favor; the motion carried.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 9:13 p.m.

*not present*

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Patricia Kriegermeier, Recording Secretary

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Donna Kurtz, Board Secretary