

MINUTES
FINAL MEETING OF THE RETIRING BOARD
of McHENRY COUNTY COLLEGE

The Final Board Meeting of the Retiring Board of Trustees of McHenry County College was held on Thursday, April 26, 2012, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 6:50 p.m. When Ms. Walters called the roll, the following were present:

Mr. Adams
Ms. Kissler
Ms. Larson
Ms. Liddell
Mr. Parrish
Ms. Walters
Ms. Miller

Mr. Morrobel was absent. Mr. Curran arrived as legal counsel at 7:08 p.m.

COLLEGE MISSION STATEMENT

In Student Trustee's absence, Ms. Walters read the Mission Statement.

ACCEPTANCE OF AGENDA

Item #13. D. was removed from the agenda. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

Special Board Meeting, March 12, 2012
Regular Board Meeting, March 22, 2012
Special Board Meeting, April 11, 2012

The minutes of the Special Board meeting, March 12, 2012, the Regular Board Meeting, March 22, 2012, and the Special Board Meeting, April 11, 2012 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Jeff Grieshaber addressed the Board regarding the Children's Learning Center. Ms. Magdalena Farc addressed the Board regarding the Children's Learning Center. Ms. Julie Scott addressed the Board regarding the Occupational Therapy Assistant program.

BOARD COMMITTEE REPORTS

Finance and Negotiations Committee Meeting, April 17, 2012

Mr. Adams reported on the April 17, 2012 Finance and Negotiations Committee meeting. He noted that although the requested tax levy was 9.9% to capture revenues, the final levy came in a 1.97%, which is

less than last year's levy. Mr. West clarified that 1.97% was the average of four counties: McHenry, Kane, Boone and Lake. Mr. Adams noted that work on the budget is being conducted; he noted that the budget must be approved by September 30, 2012.

Facilities Planning Committee – April 19, 2012

Ms. Larson reported on the April 19, 2012 Facilities and Planning Committee meeting. She noted that water damage to art classrooms was repaired, a brief branding update was given, the Professional Development Strategic Plan was presented, and Dr. Butler provided a presentation showing how a huge air conditioning unit was installed in the server room. A presentation was given on the Facility Master Plan.

ICCTA REPORT

Ms. Liddell reported that she, Ms. Walters and Ms. Larson attended the ICCTA North Suburban Dinner Meeting hosted by Oakton Community College in April. Ms. Liddell plans to attend the May meeting in Springfield.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported that at a recent Foundation retreat, the Foundation was realigned in a positive way. Ms. Brown noted that the Foundation Golf Outing will be held June 8 and that invitations will be sent shortly.

PRESIDENT'S REPORT

Dr. Smith reminded all that Spring graduation is Saturday, May 12 at 10:00 a.m. She introduced Ms. Carla Scholpp and Mr. Dave DeGrassi, who were awarded Best in Show for their S.T.E.M. poster presentation. Ms. Scholpp and Mr. DeGrassi explained their presentation and their research findings. Dr. Smith noted that Voices 2012, another great collection of student poems, short stories, literature and artwork, has been published; copies are at each Trustee's place. Dr. Smith stated that she received letters from the Illinois Community College Board approving the relighting project using capital renewal funds and from the Illinois Board of Higher Education approving two degrees: graphic arts and robotic systems engineering technology. Dr. Smith noted that several MCC staff attended the recent Higher Learning

Commission conference in Chicago and that Dr. Flecia Thomas and Ms. Juleta Patrick gave a presentation at this conference. Dr. Smith stated that while the cafeteria is closed, food trucks will be available outside the building near the Human Resources entrance so that employees and students may purchase lunch. She noted that demolition of Building B starts the Monday after graduation. She spoke about Earth Month activities and offered kudos to Ms. Angelina Castillo, Ms. Christina Haggerty and Ms. Lena Kalemba for their recent presentation on the smoke-free campus and noted that several schools are using MCC as a model. Dr. Smith noted that Ms. Sandra Moll has been appointed to the Board of Directors for the Illinois Chapter of Illinois College and University Professional Association for Human Resources (IL CUPA-HR).. She finished by commending the College's more than 113 literacy volunteers who tutored over 7,500 hours for Adult Basic Education and English as a Second Language students.

PRESENTATIONS

Coca-Cola Community College Academic Team Gold Scholar, Dr. Tony Miksa, Vice President of Academic and Student Affairs and Ms. Regina D'Amico, MCC Student

Dr. Miksa stated that he was privileged to introduce Ms. Regina D'Amico, one of MCC's top students. He stated that the Coca-Cola scholarship is given to 51 Phi Theta Kappa students across the country. To qualify, students must have a grade point average of 3.5 or more, have completed 45 credit hours or more, and be one semester away from graduation. Dr. Miksa stated that 1,700 students vied for this award and Ms. D'Amico won; he presented Ms. D'Amico with her medallion. Ms. D'Amico gave a very moving and heartfelt speech about her experiences at McHenry County College.

Rebranding Presentation, Mr. Eric Sickler, Stamats, and Ms. Christina Haggerty, Director of Marketing and Public Relations

Ms. Haggerty stated that one of the reasons the College is pursuing branding is to tell stories like Ms. D'Amico's and to share success and partnerships created through students, community and employers. Ms. Haggerty noted that these stories will build upon the strengths that characterize what McHenry County College does well. She spoke about the brand book, which provides brand and style guidelines for employees.

Ms. Haggerty provided a handout and spoke about the details of rebranding, next steps and budget projections for rebranding, and spoke about the plan to launch the new brand on August 16 at New Student Convocation. She then received comments and questions from the Trustees and discussion followed.

COMMUNICATIONS

A. Faculty Report

Mr. Justin Hoy presented the faculty report; he congratulated Ms. Haggerty on her branding presentation, thanked the Board for the opportunity to see the unveiling of the Facility Master Plan, and spoke about the Rainy Day fund established to help colleagues in defraying costs associated with reduced benefits and potential loss of income.

B. Adjunct Faculty Report

Ms. Leslie Dzike congratulated Ms. D'Amico on her scholarship. She congratulated adjunct faculty member Mr. James Campbell who had a paper published in the British Journal of American Legal Studies (http://works.bepress.com/james_campbell/1/). Ms. Dzike congratulated the award winners announced at the recent Employee Appreciation and Recognition Reception: Dr. Thomas Takayama, Mr. Peter Lilly, Mr. Peter Ponzio and Ms. Tracy Berry. She thanked many employees who have helped students to be successful with various activities.

C. Staff Council Report

Ms. Tawnja Trimble spoke about initiatives that the Staff Council is involved in this month; the Staff Council cookbook featuring heart-healthy recipes will be published soon; staff in the library participated for the seventh time in "Read, Write and Win," and an annual event to swap office equipment and supplies.

D. Student Trustee Report

There was no verbal report.

E. Attorney Report

Mr. Curran stated there was nothing to report.

APPROVAL OF CONSENT AGENDA

Ms. Walters moved to accept the consent agenda minus items 13., D., Destruction of Audio Recording of the Closed Session of the September 23, 2010 Regular Board Meeting, Board Report #12-76, and Item 13., G., Request to Increase Fees for the Children's Learning Center, Board Report 12-78. Ms. Larson seconded the motion. During discussion, agenda item numbers were repeated. The roll was called and all present were in favor; the motion carried.

For Approval

- A. Executive Summary, Board Report #12-63
- B. Financial Statements
 - 1. Treasurer's Report, Board Report #12-64
 - 2. Ratification for Payment of Voucher #1043, Board Report #12-65
- C. Requests to Purchase/Renew
 - 1. Annual Spring Computer Lease Refresh, Board Report #12-66
 - 2. Computer Lab A/Athletic Office Remodel, Board Report #12-67
 - 3. Digital Media Equipment, Board Report #12-68
 - 4. Fire Alarm, Clock System, and Sprinkler Service, Board Report #12-69
 - 5. Main Campus and Shah Center Grounds Maintenance Services, Board Report #12-70
 - 6. Medisoft Network Professional and Office Hours Professional Software Perpetual License Agreement, Board Report #12-71
 - 7. SchoolDude Software Maintenance, Board Report #12-72
 - 8. Software License Degree Audit System, Board Report #12-73
 - 9. Training for Ad Astra Software, Board Report #12-74
 - 10. Vehicle Alignment Automotive Lift, Board Report #12-75
- ~~D. Destruction of Recording of the Closed Session of the September 23, 2010 Regular Board Meeting, Board Report #12-76~~
- E. Joint Educational Agreement Update between McHenry County College and College of Lake County, Board Report #12-77
- F. Cooperative Agreement Update between McHenry County College and College of Lake County, Board Report #12-78
- ~~G. Request to Increase Fees for the Children's Learning Center, Board Report #12-79~~
- H. Personnel
 - 1. Personnel Adjustments for Spring 2012 Transfer and Occupational Courses, Bd. Rpt. #11-286, Addendum
 - 2. Continuing and Professional Education Personnel Considerations for Spring 2012, Bd. Rpt #11-287, Addendum
 - 3. Continuing and Professional Education Personnel Considerations for Summer 2012, Board Report #12-80
 - 4. Appointment of New Associate Dean, Mathematics, Science and Health Professions, Board Report #12-81
 - 5. Appointment of New Director of Resource Development, Board Report #12-82
 - 6. Appointment of Replacement Coordinator of Career Services, Board Report #12-83
 - 7. Appointment of Replacement Instructor of Networking, Board Report #12-84
 - 8. Appointment of Replacement Research and Planning Associate, Board Report #12-85
 - 9. Appointment of Vice President for Administrative Services, Board Report #12-86
 - 10. Approval of New Position, Director of Occupational Therapy Assistant Program, Board Report #12-87
 - 11. Salary Adjustment, Board Report #12-88

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Ms. Larson asked all to notice that \$85,000.00 was saved on the Annual Spring Computer Lease Refresh, Board Report #12-66. No action was taken on Item 13. D., Destruction of Audio Recording of the Closed Session of the September 23, 2010 Regular Board Meeting, Board Report #12-76.

Mr. Adams moved to approve item 13., G., Request to Increase Fees for the Children's Learning Center, Board Report 12-78 and Ms. Larson seconded the motion. Discussion followed regarding the fee increases and course fee increases. Dr. Miksa responded to comments and questions and noted that the Children's Learning Center will be working with the Shah Center to create a business plan. The roll was called and all were in favor; the motion carried.

FACILITY MASTER PLAN, Board Report #12-89

Ms. Kisser moved to approve the Facility Master Plan, Board Report #12-89. Ms. Larson seconded the motion. During discussion, Mr. Adams asked whether the Facility Master Plan drawing board would be placed in the College for all to view; this will be done. The roll was called and all were in favor; the motion carried.

ELIMINATED POSITIONS, Board Report #12-90

Ms. Larson moved to approve Eliminated Positions, Board Report #12-90. Mr. Adams seconded the motion. Mr. Adams hoped that more cost analysis could be seen. Mr. Manke spoke about the process of researching this topic and noted the \$132,000.00 savings for next year's budget. The roll was called and all were in favor; the motion carried.

FOR INFORMATION

- A. Quarterly Report on Grants
- B. ERP Update
- C. Branding Update
- D. Distributed Press Releases and MCC Press Clippings

There was no discussion.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Liddell attended an MCC jazz concert and stated that it was outstanding.

Mr. Adams spoke about the encore presentation given by students on the Forensics team and stated they deserved the awards they got. Ms. Kisser stated that the disk provided with the forensics presentation was very enjoyable and would like to see something like that circulate again.

FUTURE AGENDA ITEMS

No items were proposed.

CLOSED SESSION

At 8:24 p.m., Ms. Walters moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 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.* Ms. Larson seconded the motion. Ms. Walters added 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,* to the motion and Ms. Larson seconded the amended motion. There was no discussion; the roll was called and all were in favor; the motion carried. At 8:26 p.m. Chair Miller called for a break, after which Closed Session will begin. She thanked all present for attending the meeting. Closed Session began at 8:35 p.m.

At 9:26 p.m., Mr. Adams 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. Closed Session ended at 9:26 p.m.

Mr. Adams moved to amend the agenda, so that item 21, Personnel, would be moved after Item 22., Recommendation to Issue Notice to Remedy to Non-Tenured Faculty, Board Report #12-91. Ms. Larson seconded the motion. The roll was called and all were in favor; the motion carried.

Mr. Adams moved to accept the resignation presented in Closed Session, of the employee referenced in Board Report #12-91, as of August 14, 2012. Mr. Parrish seconded the motion. There was no discussion;

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

PERSONNEL

Mr. Adams moved to recommend termination of employee 2012-6; Ms. Larson seconded the motion.

During discussion, Ms. Walters asked to repeat the employee number, 2012-6. The roll was called and all were in favor; the motion carried,

Mr. Adams moved to terminate employee 2012-7 as discussed in closed session, for just and sufficient cause per the Collective Bargaining Agreement. There was no second; the motion died.

Mr. Adams moved to accept the recommendation to terminate employee 2012-7 as discussed in Closed Session for just and sufficient cause. Ms. Liddell seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

RECOMMENDATION TO ISSUE NOTICE TO REMEDY TO NON-TENURED FACULTY, Board Report #12-91

Mr. Adams moved to approve Board Report #12-91 and Mr. Parrish seconded the motion. The roll was called and all were in favor; the motion carried.

ACCEPTANCE OF CLOSED SESSION MINUTES

Mr. Adams moved to accept the closed session minutes of the Regular Board Meeting, February 23, 2012, the Special Board Meeting, March 12, 2012 and the Special Board Meeting, April 11, 2012. Ms. Walters seconded the motion. The roll was called and all were In favor; the motion carried.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 9:35 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary