

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Tuesday, March 19, 2013, in the Board Room, Room A217, of Building A on the Campus. Chair Adams called the meeting to order at 6:01 p.m.

When Secretary Walters called the roll, the following were present:

Ms. Kissar
Ms. Liddell
Ms. Rueda
Mr. Parrish
Ms. Walters
Mr. Adams

Ms. Miller and Ms. Larson were absent.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, February 19, 2013, were accepted as revised.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Jane Collins spoke to the Committee of the Whole about the denial of her Freedom of Information Act request.

PRESIDENT'S REPORT

Dr. Smith had no report.

DISCUSSION OF FEBRUARY FINANCIAL REPORTS

Mr. Tenuta noted that he had revised the format of the financial statements (operating funds income statement, all funds income statement, and balance sheet) to make the presentation easier to understand, and make them more clear and transparent. Mr. Tenuta stated that the College is reaching targeted numbers and should end the year fairly well. Mr. Parrish asked whether there was a guide that defines each funds in detail; Mr. Tenuta responded that the State of Illinois produces a fiscal manual which can be

shared with Mr. Parrish. Chair Miller has suggested that at the spring Board retreat, an explanation of each of the funds be given. Dr. Smith confirmed that a brief summary will be compiled. Mr. Tenuta answered several questions from the Board. Dr. Smith noted that there is an excess of revenues over expenditures, which means there is no budget shortfall. Mr. Adams suggested reinstating Finance Committee meetings when the new Board reorganizes.

DISCUSSION OF TECHNOLOGY MASTER PLAN

Dr. Butler gave a presentation on the Technology Master Plan. He noted that the plan links to the Educational Master Plan and is centered on four primary goals: 1) deliver quality ERP system implementation, 2) improve cost and flexibility through desktop virtualization, 3) provide anywhere, anytime access to information, and 4) improve business continuity and automate systems and processes. After the presentation, he answered questions and received comments from the Board. Ms. Kissler asked about plans for more access to the underserved public; Dr. Butler responded that community members may use numerous computers on campus. Mr. Adams asked about a public library function and Dr. Butler responded that depending on which classes students take, the College would like to be able to say students don't need software, that the College could provide what they need through the web browser. Ms. Liddell asked whether the College was sizing things appropriately to handle online classes. Dr. Butler replied that infrastructure is being put in that can support additional online instruction if the College chooses this route. He added that the College currently has 100 mB of bandwidth which is sufficient for now, noting that the College is excited about the Illinois Broadband project which will provide more bandwidth. Dr. Butler continued to explain the challenge in providing faculty access to their data.

DISCUSSION OF CHILDREN'S LEARNING CENTER FEES

Dr. Miksa introduced Mr. Jim Falco, Executive Dean of Education, Career and Technical Education, and Ms. Lisha Linder, Instructor of Early Childhood Education and Interim Director of the Children's Learning Center. Ms. Linder stated that changes in staffing, hours, and costs have been made over the past year and recommendations are ready on how the Children's Learning Center should move forward. Ms. Linder explained the proposed changes, which include the following: students would pay a lower rate

than employees or community members, the semester registration fee would increase, and a change in catering would be made so that the lunch fee decreases, thus passing savings along to the parents.

Discussion followed about the mission of the Center, which is to serve MCC student first, providing child care and providing a lab for Early Childhood Education students. Following those items would be serving MCC employees and the community. In response to Ms. Kisser's question, Dr. Miksa replied that the Center is run at a deficit, losing \$150,000.00 last year; this year's deficit is expected to be below \$50,000.00. Mr. Parrish praised the actions taken, and thanked the staff for taking action to help those who need help the most.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Kisser suggested that the new Technology Master Plan be included in the New Trustee Orientation packet and that all returning Trustees receive the flash drive discussed.

Ms. Kisser would like to see a presentation that looks at the College's auxiliary services, and where they are going over the next year.

Ms. Kisser asked also for definitive information on room usage. Dr. Smith responded that during the day, rooms are at 100% usage. Over the period encompassing 24 hours, 7 days a week, room usage is at 45%.

Dr. Smith plans to make a report on this topic.

Mr. Parrish would like to know the financial profile of the College's Fitness Center. Dr. Miksa will provide this information. Mr. Parrish asked also for data on the academic success of the athletic program.

Ms. Liddell asked for an update on the Education to Empowerment initiative.

Mr. Adams praised the recent theatre production, Our Town, in the Black Box Theatre.

FUTURE AGENDA ITEMS

Items were discussed in Summary Comments from the Board.

CLOSED SESSION

No Closed Session was held.

ACCEPTANCE OF CLOSED SESSION MINUTES: Committee of the Whole, February 19, 2013

The closed session minutes of the Committee of the Whole, February 19, 2013 were accepted as presented.

ADJOURNMENT

Hearing no further business, Chair Adams adjourned the meeting at 7:08 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary