

MINUTES
FINAL MEETING OF THE RETIRING BOARD
of McHENRY COUNTY COLLEGE

The Final Meeting of the Retiring Board of Trustees of McHenry County College was held on Thursday, April 25 2013, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 6:30 p.m. When Secretary Walters called the roll, the following were present:

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

Attorneys Nanci Rogers and Daniel Curran were present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Rueda read the Mission Statement.

ACCEPTANCE OF AGENDA

Mr. Parrish moved that item #24, Contract Extension for the President, Board Report #13-53, be extended into the June Board meeting to be determined by a meeting of the new Board. Mr. Adams seconded the motion. There was no discussion. The roll was called. Mr. Parrish and Mr. Adams voted in favor; Ms. Kissler, Ms. Larson, Ms. Liddell, Ms. Rueda, Ms. Walters and Ms. Miller voted against. The motion did not carry and the agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, March 28, 2013 were accepted as revised.

SPECIAL RECOGNITION: Trustee Emeritus Status

Chair Miller read a letter of appreciation to Trustee Walters. She thanked Ms. Walters on behalf of McHenry

County College and presented Ms. Walters with emeritus business cards, a necklace and a plaque. Ms. Miller announced that in appreciation of Ms. Walters' thirty years of service on the Board, the Barbara Walters Scholarship Fund was established. The scholarship will first be awarded in Fall, 2013 and will continue until the money is depleted. Ms. Walters thanked Ms. Miller and was greeted by applause.

Chair Miller read a letter of appreciation to Trustee Larson. She thanked Ms. Larson on behalf of McHenry County College and presented Ms. Larson with emeritus business cards, a necklace and a plaque. Ms. Miller announced that in appreciation of Ms. Larson's twenty-four years of service on the Board, the Carol Larson Scholarship Fund was established. The scholarship will first be awarded in Fall, 2013 and will continue until the money is depleted. Ms. Larson thanked Ms. Miller and was greeted by applause.

Ms. Miller presented Trustee Adams with a plaque and thanked him for his service. Ms. Miller presented Student Trustee Rueda with a plaque and thanked her for her service. All were greeted with applause.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Miller mentioned that the meeting is being transmitted by closed circuit television to the Luecht Conference Center and read the following statement concerning the purpose of the public comment portion of the meeting: "The purpose of the public comment portion of this meeting is to allow members of the public to address this Board regarding matters of general concern to the public related to the College and its operations. Consistent with the Open Meetings Act, it is the policy of this Board to refrain from discussing specific personnel matters and employee grievances during the open meeting. We ask that the public limit its comments accordingly."

Mr. Bob Riner addressed the Board regarding the Black Box Theatre relocation.

Mr. Bob Jackson addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Robert Eppers addressed the Board regarding Board Policies and the enforcement of such policies

Ms. Patricia Kennedy addressed the Board regarding a recent McHenry County College advertisement in the *Northwest Herald* and regarding the vote on Dr. Smith's contract extension.

Ms. Cecelia Long addressed the Board regarding the Black Box Theatre relocation.

Mr. Joe Rice addressed the Board regarding the Black Box Theatre relocation.

Mr. Ron Parrish addressed the Board on behalf of Mr. Vince Foglia and Mr. Mike Luecht regarding the vote for Dr. Smith's contract extension.

Mr. Elin Pucci addressed the Board regarding the Black Box Theatre relocation.

Mr. Timothy O'Neal addressed the Board regarding the vote on Dr. Smith's contract extension.

Ms. Kiersten Cafcules addressed the Board regarding the Pride Club Mr. and Ms. Drag Show held April 26.

Ms. Samantha Zmudka addressed the Board regarding the Pride Club Mr. and Ms. Drag Show held April 26.

Mr. Steve Willson addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. John Cappi addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Andrew Gasser addressed the Board regarding the vote on Dr. Smith's contract extension.

Ms. Diane Magnuson addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Taylor Irish Morrobel addressed the Board regarding the vote on Dr. Smith's contract extension.

Ms. Shahrazad Sheikhnali addressed the Board regarding the vote on Dr. Smith's contract extension.

Father Jim Swarouth addressed the Board regarding the vote on Dr. Smith's contract extension.

Dr. Mary Moltmann addressed the Board regarding the vote on Dr. Smith's contract extension and on the Black Box Theatre relocation.

Ms. Kate Kramer addressed the Board regarding the vote on Dr. Smith's contract extension.

Dr. Bev Dow addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. John Verchota addressed the Board regarding the vote on Dr. Smith's contract extension.

Ms. Gale Albers addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. George Lowe addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Jeffrey Thorsen addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Chris Jenner addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Cal Skinner addressed the Board regarding the recent advertisement in the *Northwest Herald*, evaluation processes, and the Health Sciences Education Building.

Mr. Tom Anderson addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Tom McDermott addressed the Board regarding the vote on Dr. Smith's contract extension.

Mr. Mike Splitt addressed the Board regarding the vote on Dr. Smith's contract extension.

Ms. Molly Walsh addressed the Board to thank Trustees Walters, Larson and Adams for their time and energy and spoke regarding the vote on Dr. Smith's contract extension.

BOARD COMMITTEE REPORTS
Committee of the Whole

Mr. Adams provided a summary of the April 16, 2013 Committee of the Whole meeting which featured presentations on the following topics: College financial reports, Information Technology reorganization, Business Office personnel, Trade Adjustment Assistance grant space needs, the purchase of a virtual cadaver table, and Board self-evaluation.

ICCTA REPORT

Ms. Liddell noted that ICCTA has been working this year on pension issues and on student preparedness for college. High schools insist that 89% of their students are ready for college, while college faculty members state that 23-24% of high school students are ready for college. Ms. Liddell added that other issues to be addressed include tightening of security in light of the recent Boston bombings, the rewriting by the Department of education regarding regulations concerning for-profit colleges, and military veterans receiving credit for knowledge gained during their service.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported on the past month's activities, which include preparation for the June 7 golf invitational at Turnberry Country Club, the Education to Empowerment initiative which has so far received \$29,000.00 in gifts. Mr. Parrish spoke about the Distinguished Alumni Award event held last week, which recognized Ms. Mary Beth Siddons, Mr. Matt Lemke, Ms. Kim Keefe, Mr. Steven Rankins and Mr. Andrew Zinke. Mr. Parrish stated that \$100,000.00 was received from Shaw Media, which when added to the furniture donated earlier this year and the property from Mr. Michael Klingenberg, exceeded \$1,000,000.00. Mr. Parrish was thanked by one of his students at Northern Illinois University who was the recipient of a Promise Scholarship, which allowed him to graduate from NIU with \$2,000.00 in debt, much less than his fellow graduates.

PRESIDENT'S REPORT

Dr. Smith spoke about the May 11 graduation and nurses' pinning ceremony. She noted that Phi Theta Kappa awarded student Mr. Joseph Bilodeau received the Distinguished Chapter Officer Award. Mr. Bilodeau was one of only 30 students to win this award, out of 1,300 chapters internationally. Dr. Smith noted that the V.I.T.A. (Volunteer Income Tax Assistance) clinic this year completed 633 tax returns with approximately \$890,000.00 in refunds returned to McHenry County residents. A total of 1,070 volunteer hours were donated by students and clinic volunteers. Dr. Smith announced a series of monthly, community forums to provide an opportunity to share information on the latest efforts and receive feedback from the community. The forum schedule is available at www.mchenry.edu/forum. Dr. Smith shared information from Workforce, Community and Business Programs/Shah Center and Continuing Education, Conferences and Facilities and provided an update on athletics.

Dr. Smith shared that over the last few years, \$1.3 million in savings has been effected for items the Board has approved, and over the last two years, \$1.4 million in competitive grant funding has been received to enable the College to move forward.

PRESENTATION

Manufacturing Programs and TAA Space Needs, Dr. Tony Miksa, Vice President of Academic and Student Affairs, LIST OTHER NAMES?

Dr. Miksa gave a presentation on recent efforts to locate space for the manufacturing program, along with Mr. Bob Tenuta, Mr. James Falco, Ms. Heather Zaccagnini, Mr. Bob Mihelich, Mr. Jack Brzezinski, Mr. Mike Albamonte and Mr. Jay Geller. Several departments (manufacturing, automotive, robotics and theatre) collaborated to determine the best options to provide space for all programs involved. The presentation featured four options including off campus and on campus options, showing cost figures for all options. During and after the presentation, the group received comments and questions from the Trustees.

COMMUNICATIONS

A. Faculty Report

Dr. Grela thanked the outgoing Trustees for their service to the College and congratulated the incoming Trustees on their election. Dr. Grela reported that she and Mr. Hoy are stepping down as co-presidents of the

Faculty Association and that Ms. Anne Humphrey and Ms. Elaine Whalen will take over those duties in May. She thanked the Board for hearing faculty issues, both pleasant and unpleasant, and urged the Board to continue the pursuit of transparency and open communications with both internal and external constituencies.

B. Adjunct Faculty Report

Ms. Leslie Dzike echoed the faculty's congratulations to outgoing and incoming Trustees and congratulated two adjunct colleagues, Mr. Jim Stockwell and Mr. Peter Ponzio for their accomplishments this year. Mr. Stockwell, Instructor of Journalism, received the Adjunct Faculty of the Year Award and Mr. Ponzio was recognized for his work with the Shah Center on the STEP program (State Trade and Export Program), through which five McHenry County companies participated in foreign trade shows in Germany, Turkey and India. Mr. Ponzio acted as sponsor to BDG International, which received the President's E-Award. Ms. Dzike also recognized Mr. Ponzio's work in nominating BDG International for the Illinois Small Exporter of the Year Award, the winner of which will be announced in early May.

C. Staff Council Report

Copies of the Staff Council report were at each Trustee's place; in the report Ms. Tawnja Trimble thanked the departing Trustees for their service to the College. She recognized employees of the year: Classified Staff, Ms. Kristine Emrich; Professional Staff, Ms. Lori Smyth, and Administrative Staff, Ms. Bev Albright. She reported also that the Sage Learning Center staff has partnered with the Crystal Lake Public Library to judge the annual "Read, Write and Win" program.

D. Student Trustee Report

Ms. Rueda reported that spring semester is the busiest time for students, and spoke about several recent events. She noted that students were engaged in Spring Fling Week, which ended with a masquerade ball where students collected canned foods to donate to a local homeless shelter. Sixteen students attended the alternative spring break trip to Nashville, along with advisors. She noted that the Cardboard City event was currently in progress, and announced that the Mr. and Ms. MCC Drag Show would be held Friday, April 26 to raise money for scholarships. She thanked the Board and Dr. Smith for giving McHenry County College a

vision and change, and thanked Dr. Smith for her open door. She asked all to remember that we are all here for student success and asked that all let nothing take them away from that mission.

E. Attorney Report

Mr. Curran had no news to report.

F. Comments from the Board

Ms. Larson gave a farewell speech; she spoke about misconceptions that the public has about the College regarding the health sciences education building effort and the tuition increase. She asked the new Board to look at the value McHenry County College has. She spoke about her twenty-four years on the Board and thanked the administration, faculty, staff and students for supporting her through four elections.

Ms. Walters gave a farewell speech; she stated that she came through the doors thirty years ago, someone handed her a ball and she has been dribbling it ever since. She said she has seen a lot of colleagues come and go, presidents come and presidents go. She stated that the mission of McHenry County College is all about the students. She stated that the opportunity of being at the College for thirty years has made her proud to be at MCC and proud to see growth. Ms. Walters plans to return as a student again and thanked all for the opportunity to be of service to the community.

APPROVAL OF CONSENT AGENDA

Mr. Parrish moved to remove items D. Destruction of Closed Session Recordings, Board Report #13-66, E. State University Retirement System 6% Billing, Board Report #13-67, and F.1 Administrative Contracts for FY 2014, Board Report #13-68. He provided clarification and amended his motion to approve the consent agenda minus items D. Destruction of Closed Session Recordings, Board Report #13-66, E. State University Retirement System 6% Billing, Board Report #13-67, and F.1 Administrative Contracts for FY 2014, Board Report #13-68. Ms. Larson seconded the motion. During discussion, Ms. Larson asked for clarification on the items proposed to be removed. The roll was called and all were in favor; the motion carried.

For Approval

- A. Executive Summary, Board Report #13-54
- B. Financial Statements
 1. Treasurer's Report, Board Report #13-55
 2. Ratification for Accounts Payable Check Register, Board Report #13-56

- C. Requests to Purchase
 - 1. Annual SchoolDude Contract and Addition of the InventoryDirect Module, Board Report #13-57
 - 2. Employee Service Awards, Board Report #13-58
 - 3. McHenry County Economic Development Corporation Annual Membership, Board Report #13-59
 - 4. Professional Services to Conduct Information Literacy Needs Assessment, Board Report #13-60
 - 5. Replacement ADA Doors in Buildings B and D, Board Report #13-61
 - 6. Replacement Network Hardware and Implementation Service, Board Report #13-62
 - 7. Replacement Stair and Landing Coverings in E Building Stairwells, Board Report #13-63
 - 8. Symantec Anti-Virus Licensing, Board Report #13-64
 - 9. Thin Clients and Software Maintenance for Desktop Virtualization Project, Board Report #13-65
 - 10. Anatomage Table, Board Report #13-76
- D. Destruction of Closed Session Recordings, Board Report #13-66
- E. State University Retirement System 6% Billing, Board Report #13-67
- F. Personnel
 - 1. Administrative Contracts for FY 2014, Board Report #13-68
 - 2. Approval of Business Office Positions, Accountant and Accounting Specialist/General Ledger, Board Report #13-69
 - 3. Request for Faculty Leave, Board Report #13-70
 - 4. Workforce and Community Development Personnel Considerations for Summer 2013, Bd. Rpt. #13-71
 - 5. Request for Retirement and Emeritus Status, Board Report #13-72
 - 6. Salary Adjustment/Advance Placement, Board Report #13-73

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Larson moved to approve Destruction of Closed Session Recordings, Board Report #13-66, and Ms.

Kisser seconded the motion. Mr. Parrish asked whether a written record is still maintained. It was noted that paper copies of the minutes are retained. The roll was called and all were in favor; the motion carried.

Ms. Liddell moved to approve State University Retirement System 6% Billing, Board Report #13-67, and

Ms. Walters seconded the motion. During discussion, Mr. Parrish asked how these costs were incurred. Dr.

Miksa explained that the College received invoices for three individuals who had earnings increases in excess of 6% during previous administrations: one was an administrator, and two were faculty members, one of whom retired abruptly for personal reasons without the required four-year notice. Ms. Miller stated that the administrator penalty was incurred before this administration, and noted that Human Resources now has guidelines in place to minimize the risk of penalties. Ms. Kisser added that another problem with SURS is that even if the College is very careful, some employees may get income from an outside source of which the College is not aware. The roll was called and all were in favor; the motion carried.

Ms. Larson moved to approve Administrative Contracts for FY 2014, Board Report #13-68, and Ms. Kisser seconded the motion. During discussion, Mr. Parrish questioned whether there had been an oversight by not

including the Executive Director, Friends of McHenry County College Foundation. Ms. Miller stated it was not an oversight, and Ms. Larson stated that this matter was previously discussed. Ms. Larson withdrew her motion and asked that Item F. be moved until after the Closed Session. All were in agreement with this suggestion.

BOARD POLICY MANUAL, SECTION 5 REVISION, SECOND READING, Board Report #13-50 Amended

Ms. Liddell moved to approve Board Policy Manual, Section 5 Revision, Second Reading, Board Report #13-50 Amended, and Ms. Rueda seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

REQUEST TO ACCEPT FIRE SCIENCE EQUIPMENT DONATION, Board Report #13-74, Revised

Ms. Larson moved to approve Request to Accept Fire Science Equipment Donation, Board Report #13-74 Revised, and Ms. Rueda seconded the motion. During discussion, Ms. Larson stated she thought donations were made directly to the Foundation. Ms. Brown explained that the Foundation Board accepted the donation pending the Board's formal approval. The roll was called and all were in favor; the motion carried.

FOR INFORMATION

- A. Quarterly Report on Grants
- B. ERP Project Update
- C. Office of Marketing and Public Relations Update
- D. Office of Resource Development Update

Ms. Kisser commented that these information reports are very important to the next Board.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Kisser thanked Chair Miller for being Board Chair, thanked Mr. Adams for being Vice Chair guiding the Board through this last period, and thanked Ms. Larson, Ms. Walters and Ms. Rueda for their service.

Mr. Parrish echoed Ms. Kisser's sentiments, and appealed to the retiring Trustees to use their fifty-seven years of combined experience to help the Board quickly transition the new members.

Ms. Walters thanked colleagues Larson and Adams and stated it has been a pleasure to work with all the other Board members. She commented that Trustee is a non-paying position, a fact which many may not know.

Ms. Liddell stated she was fortunate to have Trustees Walters and Larson help her as a new Trustee; she thanked Mr. Adams for running the Finance and Negotiations Committee from which she derived much. Ms. Liddell thanked Ms. Miller for doing an excellent job as Board Chair. Mr. Adams stated that he learned a lot of patience watching Chair Miller work. Ms. Rueda thanked the students who elected her, thanked Ms. Kriegermeier for her assistance and thanked the staff, faculty, administration and Board members for the amazing things she learned during her year as Student Trustee.

FUTURE AGENDA ITEMS

Ms. Liddell noted that the Association of Community College Trustees Leadership Congress is coming up and the Board needs to talk in depth about giving a presentation. Dr. Smith noted submissions are due the end of April and suggested the Board propose making a presentation on College and Career Readiness.

CLOSED SESSION

At 9:57 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;* and 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.* Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session began at 10:00 p.m. At 10:32 p.m., Mr. Adams moved to come out of Closed Session and Ms. Rueda seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 10:32 p.m.

APPROVAL OF RECOMMENDATION FOR TERMINATION OF EMPLOYMENT, Board Report #13-75

Ms. Walters moved to approve Board Report #13-75, Approval of Recommendation for Termination of Employment, and Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

ADMINISTRATIVE CONTRACTS FOR FY 2014, Board Report #13-68

Ms. Walters moved to approve Board Report #13-68, Administrative Contracts for FY 2014, and Ms. Liddell seconded the motion. There was no discussion. The roll was called. Ms. Kisser, Ms. Larson, Ms. Liddell, Mr. Adams, Ms. Rueda, Ms. Walters and Ms. Miller voted in favor; Mr. Parrish voted against. The motion carried.

CONTRACT EXTENSION FOR THE PRESIDENT, Board Report #13-53 Postponed

The Board Report was amended to include extension only and not compensation.

Ms. Walters moved to approve Contract Extension for the President, Board Report #13-53 Postponed and Ms. Liddell seconded the motion. During discussion, Mr. Adams stated his opinion that he didn't think any harm would come if the Board waited until June for this decision and that he felt sure that once the new Board got to know Dr. Smith, they would have the opportunity to extend the contract on their own terms. He added that Dr. Smith has done a lot of great things. Mr. Parrish echoed Mr. Adams' remarks, he stated the vote has nothing to do with Dr. Smith's performance but with process. Mr. Parrish felt there was time to provide the new Trustees with the results of Dr. Smith's evaluation. Ms. Walters stated that the negativism in the press and emails that have come in was never discussed as part of the process and she will vote yes. Ms. Walters stated her belief that this will now be political; she hoped the new Board would not allow that to happen because MCC is about learning and not about politics. Ms. Kisser stated her position is based on principle and is not an affront to the new Trustees; the current Board has done the evaluation. Ms. Miller stated that the process has been the same for every President during the past ten years. She noted that when Ms. Liddell and Ms. Kisser came on board, the same process was followed. Ms. Liddell stated her opinion that the new Board members will see the value in a short period of time. Ms. Rueda hoped that the Board

would focus more on student success; she feels that the focus is more on other details. She hoped that more effort would be put into how well students have done rather than spending time and effort on the contract extension. Ms. Rueda welcomes community members to spend time at the College to see how students really function around the campus; she asked that we not forget we are all here for one goal: student success.

Ms. Miller called for a vote on Board Report #13-53, amended to include only the contract extension and not compensation. Ms. Kisser stated that no motion is being made that compensation not be given; compensation is deferred to the next Board meeting.

The roll was called; Mr. Adams and Mr. Parrish voted against. Ms. Kisser, Ms. Larson, Ms. Liddell, Ms. Rueda, Ms. Walters and Ms. Miller voted in favor. The motion carried.

ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, March 28, 2013

Ms. Walters moved to accept the Closed Session minutes of the Regular Board Meeting, March 28, 2013 and Ms. Rueda seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

ADJOURNMENT

Mr. Adams moved to adjourn and Ms. Walters seconded the motion. A voice vote was taken and all were in favor; the meeting was adjourned at 10:45 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary