

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, January 14, 2014, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Liddell called the meeting to order at 6:00 p.m. When Ms. Kisser called the roll in Secretary Jenner's absence, the following were present:

Ms. Kisser
Mr. Parrish
Ms. Walsh
Mr. Wilbeck
Ms. Liddell

Mr. Jenner was absent. Ms. Diversiev was absent at roll call and arrived at 6:26 p.m. Ms. Miller was absent at roll call and arrived at 6:49 p.m. Dr. Smith was present. Attorney Daniel Curran was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, December 10, 2014, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Dr. Bev Dow, Instructor of Biology, informed the Board that the upcoming Bioneers Speaker Series will run three Tuesday evenings in February. Information about the Bioneers Speaker Series is available at <http://www.mchenry.edu/bioneers/>.

CLOSED SESSION

At 6:08 p.m., Ms. Kisser moved to go into closed session to discuss matters covered under the Illinois Open Meetings Act, 120/2(C), Exception #2, *Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.*, 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 6:10 p.m.

At 6:42 p.m., Mr. Parrish moved to come out of Closed Session and Mr. Wilbeck seconded the motion.

There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 6:42 p.m.

PRESIDENT'S REPORT

Dr. Smith introduced Dr. Brock Fisher, new Executive Dean of Humanities and Social Sciences and Mr. Mark Dougher, new Director of Resource Development. Dr. Smith provided copies of a recent front-page article in the *Northwest Herald* showing that the health sector is growing, and shared copies of an article from the *Community College Journal* on how demand for health care training continues to grow.

DISCUSSION OF PRELIMINARY DECEMBER FINANCIAL REPORTS

Mr. Tenuta stated that revenue was tracking quite well; expenses were at 35% of the budget while revenue was at 42%. He stated that he was looking at bringing transfers to the Board for approval, as discussed. Mr. Tenuta answered questions from the Trustees regarding the timing of the transfers, government sources, sales and service fees, and local levy disbursements. Ms. Liddell stated that the Association of Community College Trustees has a new finance module for Trustees and encouraged all to look at it

DISCUSSION OF THE PROCESS FOR THE BOARD TO SELECT AN AUDIT FIRM

Mr. Tenuta reported that the Request for Proposals was sent out and four audit firms responded. Proposals were provided to the Trustees for review. Dr. Smith stated that the audit firm should be chosen on qualifications; price can be negotiated with the firm selected. Ms. Miller provided historical background on the last audit firm selection process and discussion followed whether the College should change firms or stay with the same firm and change personnel. Ms. Miller will arrange for useful information to be sent to the Trustees. Interviews will be conducted at the February 18, 2014 Committee of the Whole meeting, after which a firm will be selected and Mr. Tenuta will negotiate the fees so that the Board can approve an audit firm at the February Board meeting.

FEASIBILITY STUDY FOR HEALTH AND SCIENCES EDUCATION BUILDING

Ms. Liddell stated that Trustees have toured the Fitness Center and science labs, have seen reports and heard commentary from staff with regard to the health sciences education facility and the demand for science classes. Before proceeding with financial options, Ms. Liddell asked whether all were in agreement that more space is needed to accommodate more students and to update the health sciences area. Discussions ensued on the following items:

- Space is needed for nursing and science classes
- Data was requested on whether the current space is being optimized
- MCC's success rate in online classes is 7% lower than in face to face classes
- Larger rooms have been proposed for lecture classes
- The feasibility study contained information from staff, faculty, students and community members and represents their feedback
- Faculty took a conservative approach when working with architects on health sciences space needs
- Once a decision is made on what space is needed, fundraising efforts can begin
- When Centegra's new facility opens in 2016, 1,000 jobs will need to be filled

Ms. Liddell confirmed that there is an overall consensus that some kind of expansion is needed; what is needed is not yet known. Materials have already been developed and the Board needs to start honing in on where the College will expand. The Board has consistently heard that the Fitness Center needs additional space, that labs are definitely needed, and that classroom sizing should be reviewed. How many classrooms are needed, and where would they be added? Ms. Liddell noted that the Board would need time to do its due diligence before the next meeting, which will also need time for auditor interviews. Dr. Smith expressed her appreciation to the Board for their consensus that space is needed.

Ms. Liddell asked for feedback on whether to engage a consultant per Mr. Parrish's suggestion, versus using the study that the College has already paid for. The following were in favor: Ms. Walsh, Ms. Diversiev, and the following were opposed: Ms. Liddell, Mr. Wilbeck, Ms. Miller, Ms. Kissner

Discussion followed on funding of the additional space; portions should come from grants, donors, from the College, and from referendum. Ms. Liddell asked all to brainstorm on financing;

TUITION AND FEE DISCUSSION

A discussion was held on Tuition and Fees. Dr. Smith stated that tuition is the College's second largest source of revenue and spoke about deferred maintenance costs; Administration would like some direction from the Board for planning purposes and proposes doing a multi-year approach to tuition and fees.

Current tuition is \$102.00; a \$3.00 per credit hour tuition increase and a \$5.00 per credit hour infrastructure fee would bring the total tuition and fees to \$110.00 for FY 15, still below this year's average state tuition of \$112.00. Based on discussion, a recommendation would be brought to the February Board meeting for approval.

Discussion followed: Trustees were split on raising tuition and whether an infrastructure fee should be implemented. Discussion leaned toward a \$3.00 per credit hour tuition increase and a \$5.00 infrastructure fee. This item will be brought to the February Board meeting for a vote.

AUXILIARY FUND 05 OVERVIEW

An overview of Auxiliary Fund 05 was presented – Fund 05, the Auxiliary Enterprise Fund, allows the College to provide auxiliary services to students. Activities in the fund are meant to be self-supporting. The Illinois Community College Board says that other non-self-supporting items should reside in Fund 05 such as: Student Senate, Student Life, Intercollegiate Athletics, Student Newspaper. In answer to Ms. Walsh's question, Dr. Smith stated that the areas in Fund 05 which bring in revenue (Food Service, Bookstore, Children's Learning Center, Sales and Service fees, Customized Training, Noncredit Classes) offset the cost of those functions that do not bring in revenue. Ms. Walsh and other Trustees found this report very helpful.

ACCEPTANCE OF CLOSED SESSION MINUTES, COMMITTEE OF THE WHOLE, OCTOBER 15, 2013

Mr. Wilbeck moved to accept the Closed Session minutes of the October 15, 2013 Committee of the Whole meeting and Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

FUTURE AGENDA ITEMS

Audit interviews will be held at the February Committee of the Whole meeting.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Walsh asked about the HigherOne card mailed to students; Mr. Tenuta confirmed that it is not a credit card but a refund card that will process student refunds and alleviate delays with Financial Aid.

ADJOURNMENT

Hearing no further business, Vice Chair Liddell adjourned the meeting at 9:44 p.m.

Patricia Kriegermeier, Recording Secretary

Chris Jenner, Board Secretary