

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, March 18, 2014, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Liddell called the meeting to order at 6:01 p.m.

When Mr. Jenner called the roll, the following were present:

Mr. Jenner
Ms. Kisser
Ms. Walsh
Mr. Wilbeck
Ms. Liddell

Ms. Miller and Ms. Diversiev were absent. Mr. Parrish was absent at roll call and arrived at 6:04 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, February 18, 2014, were accepted as revised.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Committee of the Whole.

PRESIDENT'S REPORT

Dr. Smith noted she did not have a formal report. She noted that Trustee Walsh asked for a space utilization report of classroom fill rates showing credit and noncredit courses. The College's scheduling system does not allow separating credit and noncredit; Dr. Smith shared FY13 aggregate numbers and Spring 2014 numbers up to this point in the semester. She noted that Trustee Wilbeck requested adding online and offsite courses to a previous space utilization report and would provide those copies shortly.

PRESENTATION, EARLY CHILDHOOD EDUCATION AND CHILDREN'S LEARNING CENTER

Dr. Smith explained that Mr. Jenner requested more information after faculty voiced their concerns at a previous meeting on faculty staffing in the Early Childhood Education and Education programs and concerns about the Children's Learning Center. Mr. James Falco and Ms. Lisha Linder gave a presentation on current staffing issues in the Early Childhood Education and Education departments and provided an update on the Children's Learning Center. The presentation can be viewed at:

<http://www.mchenry.edu/board/index.asp>

PRESENTATION, STUDENT LOAN REPAYMENT

Ms. Marianne Devenny and Ms. Leana Davis spoke about student loan repayment at MCC; they explained what the default rate was, what is meant by the cohort default rate, a history of MCC's default rate, how the Department of Education has changed the default rate calculation and how the College has changed its default management plan. After the presentation, the presenters received comments and answered questions from the Trustees. The presentation can be viewed at:

<http://www.mchenry.edu/board/index.asp>

REVIEW OF FINANCIAL STATEMENTS, BUDGET TRANSFERS AND INVESTMENT STRATEGY

Mr. Tenuta stated that the College is performing well, noting that the actual operating fund is up \$3.5 million to the good. Local tax revenues are booked now as receivables which, when combined, total \$17.8 million.

Mr. Tenuta then spoke about the College's investment income. He noted that when he first arrived at the College, Dr. Smith asked that he work to maximize investments. A Request for Quotations was sent out in February to financial services firms and banks, the results of which Mr. Tenuta will use to put together a recommendation for a financial advisor that will assist the College in developing a sound financial strategy for investing operating funds. Investments will be laddered to make sure short-term cash is available to meet daily bills, and mid-term and longer-term maturity investments will be used, all allowable under law to maximize investment income. Mr. Tenuta anticipates earning higher interest rates

by July, 2014, and hopes to increase investment income tenfold. Mr. Tenuta then received comments and questions from the Trustees.

FEASIBILITY STUDY FOR HEALTH AND SCIENCES EDUCATION BUILDING

Dr. Miksa, Dr. Maxeiner, and Mr. Falco gave a presentation about the course sections and students that would be displaced if the College were to renovate the second floor of the A building and the second floor of the E building and put the needed web labs (Biology) and simulation labs (health care programs) in our current footprint. The presentation began with an overview of how current space would be utilized for health and sciences educational programming. The conceptual framework used assumptions from Exhibit 5.1 of the Feasibility Study. This framework looked only at wet lab space for biology (12,300 square feet needed) and clinical lab simulation space (14,500 square feet needed), using efficiencies of locations, as biology labs have specific ventilation requirements. Neither classroom space nor future space was considered in this analysis.

Space on the second floor of Building A was allocated for biology, and space on the second floor of Building E was allocated for clinical simulation lab space. Utilizing Scenario E, which included remodeling existing space and removed the cost of land acquisition, an average cost per square foot of \$385.00 was determined. Wet lab renovation cost in this scenario would be \$4,735,500 and simulation lab renovation would be \$5,582,500, for a total cost of \$10,318,000.

Displacement of current credit educational programming was also analyzed:

Fall 2013

- Building A – 78 sections displaced
- Building E – 57 sections displaced
- Fall 2013 total - 135

Spring 2014

- Building A – 71 sections displaced
- Building E – 84 sections displaced
- Spring 2014 total – 155

Fall and Spring Academic Year

- Total sections displaced: 290
- Total duplicate students displaced: 6,549

Mr. Falco spoke about courses that could be delivered online and those that could be delivered in large lecture format: Dr. Miksa stated that the issues presented are not insurmountable, but would require much discussion and a culture change at the institution if the College were to go in this direction. The presentation can be viewed on the College's website at:

http://www.mchenry.edu/board/13_14/presentations/HealthSciencesMarch2014.pptx.

Mr. Parrish stated that this approach is what he has been searching for. Discussion followed on what steps would be needed to effect such a culture change, which would have to be addressed first. Discussion would then follow on other costs, lost revenue, changes to the faculty contract, scheduling challenges, ramifications with certification and accreditation requirements and the effects of this change on enrollment and student success.

It was agreed that more review was needed on what the Board agreed to for space expansion; so that work can move forward with the architect. Discussion followed on holding a half-day workshop on a Saturday to discuss this issue.

REORGANIZATION OF PUBLIC SAFETY AND FACILITIES

Dr. Smith spoke about the proposed reorganization of Campus Public Safety and Facilities; she explained how she arrived at the conclusion to blend these departments and how the department would be organized. She discussed cost savings that would result from the restructure and how the department would operate. During discussion she received comments and questions from the Trustees; the item will be brought to the March Board meeting for a vote.

FUTURE AGENDA ITEMS

Future agenda items include the following: discussion of the Board Self-Evaluation form, decision on a Board retreat, and a workshop on debt financing. Mr. Wilbeck asked whether anything had been put in place to insure that a security breach would not happen again.

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

CLOSED SESSION

At 9:10 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*, Exception #5, *The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.*, 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. A short break was taken; Closed Session began at 9:17 p.m.

At 9:54 p.m., Mr. Wilbeck moved to come out of Closed Session and Ms. Kisser seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 9:54 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Committee of the Whole, February 18, 2014

Mr. Wilbeck moved to accept the closed session minutes of the February 18, 2014 Committee of the Whole meeting and Ms. Walsh seconded the motion. There was no discussion. The roll was called; Ms. Kisser, Mr. Parrish, Ms. Walsh, Mr. Wilbeck and Ms. Liddell voted in favor and Mr. Jenner abstained as he was not present at the meeting. The motion carried.

ADJOURNMENT

Hearing no further business, Vice Chair Liddell adjourned the meeting at 9:56 p.m.

Patricia Kriegermeier, Recording Secretary

Chris Jenner, Board Secretary