

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, July 28, 2016, in the Board Room, Room A217, in Building A on the Campus. Chair Smith called the meeting to order at 6:30 p.m. When Secretary Jenner called the roll, the following were present:

Mr. Jenner
Ms. Kissler
Mr. Parrish
Ms. Tirio
Mr. Smith

Mr. Worden, Ms. Liddell and Ms. Walsh were absent. Dr. Gabbard was also present. Attorney Nanci Rogers was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Smith led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Chair Smith recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as amended; under item 20 the line for Closed Session minutes for June 23, 2016 was removed.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, June 23, 2016, were accepted as corrected and the minutes of the Special Board Meeting, July 11, 2016 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

PRESIDENT'S REPORT

Dr. Gabbard spoke about his experience at Education to Empowerment, sharing stories about the scholarship recipients, incredible women who do fantastic things. Dr. Gabbard feels these stories illustrate how McHenry County College is transforming lives and transforming the next generation, and added that stories such as these can be collected for the Trustees to share when explaining to community members why we are building a science center.

Dr. Gabbard noted that the New Student Convocation will be held August 18; this event gives students a chance to meet MCC people in an informal setting, to create an educational community. He noted that the Certified Clinical Medical Assistant boasted a 100% pass rate on the national certification exam.

Dr. Gabbard provided an update on the nursing program. The first nursing class graduated in May, 2010. Enrollment for the Monday-Friday cohorts begin in fall, and the weekend cohorts begin in spring. The retention rate was 85% in FY2016, and the national exam pass rate was 100% in 2015. A partnership with Aurora University allows students to complete an associate's degree in nursing in three years at MCC, and if students continue on to Aurora University for their bachelor's degree in nursing, they will complete the entire program in 4.5 years. Dr. Gabbard provided a booklet from Congressman Hultgren's office, which provided numerous statistics pertaining to college students and how community colleges serve students.

PRESENTATIONS

Science Center Project

Ms. Christina Haggerty, Interim Vice President of Institutional Advancement, gave a presentation on the capital campaign, touching on campaign goals, messaging, four phases of the campaign process, the campaign timeline, and next steps. She noted that the campaign coincides with the College's 50th anniversary, and added that a meeting will be held with the Friends of McHenry County College Foundation Board, after which campaign co-chairs and steering committee members will be identified. After the presentation, Ms. Haggerty answered questions from the Trustees.

Adult Education Update

Dr. Gabbard noted that with the recent loss of some staff, many have stepped up to fill those roles. He acknowledged that Dr. Terri Berryman, Interim Associate Vice President of Career and Technical Education and Workforce and Community Development, and Dr. Julio Capeles-Delgado, Executive Director of Adult Education, have been doing so admirably, as has Ms. Christina Haggerty.

Dr. Berryman and Dr. Capeles-Delgado gave a presentation on Adult Education, a program which helps low-skilled adults get their high school diploma and helps non-native English speakers become proficient in English. Next month's presentation will feature other non-credit programs and credit programs that target adults.

Dr. Capeles-Delgado spoke about the Adult Education department; he noted that the focus is on helping these students with access and student success. After the presentation, questions were received from the Trustees. Both of the above presentations can be viewed at www.mchenry.edu/board.

COMMUNICATIONS

A. Faculty Report

Ms. Whalen passed copies of the Faculty Report around the table and introduced Mr. Timothy Linehan, Instructor of Philosophy, who gave a brief presentation on the use in his classes of Piazza, a free, on-line, real-time question and answer platform, and the successful outcomes he has seen as a result. Mr.

Linehan's presentation can be viewed at www.mchenry.edu/board.

B. Adjunct Faculty Report

Ms. Karen Shuman reported on recent events in the adjunct association; she noted that three adjunct faculty will be presenting at fall semester Opening Day.

C. Staff Council Report

There was no report.

D. Student Trustee Report

Mr. Worden was not present; there was no report.

F. Attorney Report

Ms. Rogers reported on recent legislation that affects the Board. She spoke first about an amendment to the Open Meetings Act which provides that individual trustees may review closed session minutes or recordings outside of a closed session meeting, by being granted access in the main office or official storage location in the presence of a records secretary or administrative official. These minutes or recordings may not be removed from their location without a vote by the public body or a court order. She also stated that Governor Rauner recently signed the Local Governmental Travel Expense Control Act, which requires that all expenses must be approved by roll call vote for any member of the governing board. Ms. Rogers added that each unit of local government must pass a resolution adopting this procedure. She noted that sample draft ordinances are being developed and will provide this form to the Board. Ms. Rogers then received questions from the Trustees. Chair Smith stated he would like to see the Board put priorities in place by January 1, 2017.

APPROVAL OF CONSENT AGENDA

Chair Smith asked if any items were to be removed from the agenda; Mr. Jenner asked whether the addition of a new instructor for the physical therapy program was a head count add or neutral. Dr. Gabbard replied that this is a head count add that has been budgeted for a new program.

Ms. Kissler moved to approve the Consent Agenda and Ms. Tirio seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

For Approval

- A. Executive Summary, Board Report #16-76
 - a. Treasurer's Report, Board Report #16-77
 - b. Ratification for Accounts Payable Check Register, Board Report #16-78
- B. Destruction of Closed Session Recordings, Board Report #16-79
- C. Request to Lease/Renew/Purchase/Upgrade
 - a. Ellucian Annual Enterprise Resource Planning (ERP) Software Maintenance, Board Report #16-80
 - b. Ferrilli LLC Annual Enterprise Resource Planning (ERP) Support Agreement, Board Report #16-81
 - c. Annual Extreme Networks Maintenance Contract, Board Report #16-82
- D. Personnel
 - a. Appointment of New Instructor of Physical Therapist Assistant Program, Board Report #16-83

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

ARCHITECTURAL SERVICES FOR SCIENCE CENTER PROJECT, Board Report #16-88

Ms. Kissler moved to approve Board Report #16-88, Architectural Services for Science Center Project, and

Ms. Tirio seconded the motion.

During discussion, Ms. Tirio stated she thought no money would be spent until the College had received donations. Mr. Tenuta replied that the College will not be spending \$1.18 million immediately, nor will the College have all donations immediately. He stated some of the project money is coming from College funds, some of which will be spent toward the \$1.18 million. He stated this is an approval that spans the lifetime of the project, starting now and continuing the next few years. Mr. Tenuta added that College funds will be spent on the critical design work, which goes through the end of fiscal year 2018. If at any time the project fails, it can be stopped at any point. He is still developing debt certificates and looking at the success of the capital campaign. In order to get the project going to meet the deadline, he must start meeting with the architect. In answer to Mr. Jenner's question on the timing of expenditures, Mr. Tenuta replied that \$31,000.00 would be spent through August, \$252,000.00 in September and October, \$116,000.00 in November, \$200,000.00 in December, and \$365,000.00 from January to June. He can provide a work plan to the Board.

Dr. Gabbard stated that there is a strong verbal commitment from a donor that covers between two-thirds and all of the original capital campaign funding seen as being the trigger for this project. Further discussion followed; Mr. Tenuta confirmed to Mr. Jenner that this amount is part of the \$17 million approved by the Board last month. Dr. Gabbard stated this represents a savings which resulted from conversations with DKA. Mr. Tenuta will work with the attorneys and DKA to create a contract.

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

BOARD POLICY MANUAL

The following were brought forth for a first reading.

- A. Section 3 – First Reading, Board Report #16-85
- B. Section 5 – First Reading, Board Report #16-86
- C. Section 6 – First Reading, Board Report #16-87
- D. New Policy 2.13 Records Retention, First Reading, Board Report #16-88

Ms. Kissler noted a correction and questioned some language on Board Policies 6.1.2, 6.1.4 and 6.2.2. It was noted that no vote would be taken at tonight's meeting, these items will come up for approval next month at a second reading.

ICCTA REPORT

There was no report.

FOR INFORMATION

- A. New Employees
- B. Resignations
- C. Committee Meetings Summary - July
- D. Friends of McHenry County College Foundation Report
- E. Office of Marketing and Public Relations Update
- F. Office of Resource Development Update
- G. Sustainability Center Update
- H. Transfer Admission Guarantee Agreement with University of Illinois at Chicago

There were no questions or comments.

SUMMARY COMMENTS BY BOARD MEMBERS

- A. Set Date for Board Retreat

Discussion followed on setting a date for the Board Retreat; as some members were missing, Ms.

Kriegermeier will poll the Board by email for available dates.

Mr. Parrish expressed appreciation for the new climate in the county and community, and credited Dr.

Gifford for a lot of that. He noted that Board attendance at community activities has been slim lately, and felt there should be better representation at county events.

Ms. Kissler reminded the Board that she and Mr. Jenner volunteered to conduct the semiannual review of closed session minutes. They will choose a date to meet for the review.

Ms. Kissler will send some links to Dr. Gabbard regarding success coaching.

Ms. Tirio stated she is looking forward to Mr. Parrish's report from McHenry County Council of Governments on water purification efforts.

Mr. Jenner commented on the Sustainability Report; he is happy to see surplus College goods being reused, recycled, and sold.

Mr. Smith implored the Board to act sooner rather than later on the legislation spoken of by Attorney Rogers, so that the Board's resolution is in place by January, 2017. Dr. Gabbard replied that templates will be received from Attorney Rogers and work will be done.

Mr. Smith shared that Representative Dan McConchie replied to the Board's resolution about repealing the Prevailing Wage Act; Representative McConchie agreed with the resolution and will be voting that way in Springfield.

FUTURE AGENDA ITEMS

Mr. Jenner stated emphatically that he was not suggesting the College did not pay prevailing wage for the science center project, and asked whether it would be possible to have specifications including prevailing wage, as well as a set of specifications that included market wages. Dr. Gabbard commented that it might be possible to have students and instructors to do this analysis, as an incredible learning experience.

CLOSED SESSION

At 8:47 p.m., Ms. Tirio moved to go into closed session to discuss matters covered under the Illinois Open Meetings Act, 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*. Ms. Kisser seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. A short break was taken and closed session began at 8:54 p.m.

At 8:57 p.m., Ms. Kisser moved to come out of closed session and Mr. Parrish seconded the motion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 8:57 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, May 26, 2016

Ms. Kisser moved to accept the closed session minutes of the Regular Board Meeting, May 26, 2016, and Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:57 p.m.

Patricia Kriegermeier, Recording Secretary

Chris Jenner, Board Secretary