

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, October 27, 2016, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Vice Chair Liddell called the meeting to order at 6:33 p.m. When Ms. Walsh called the roll, the following were physically present:

Mr. Worden  
Ms. Kisser  
Ms. Liddell  
Mr. Parrish  
Ms. Walsh

Ms. Liddell asked for a motion to allow Trustee Jenner to participate in the meeting by telephone. Mr. Parrish so moved and Ms. Kisser seconded the motion. Ms. Liddell asked Mr. Jenner to confirm that any closed session conversation would be kept confidential and Mr. Jenner so confirmed. The roll was called on the motion; Ms. Kisser, Ms. Liddell, Mr. Parrish, Ms. Walsh, and Mr. Worden voted in favor and the motion carried.

Ms. Liddell asked Ms. Walsh to call the roll again, including those participating by telephone. When Ms. Walsh called the roll, the following were present:

Ms. Kisser  
Ms. Liddell  
Mr. Parrish  
Ms. Walsh  
Mr. Worden  
Mr. Jenner

Mr. Smith and Ms. Tirio were absent. Dr. Gabbard was also present. Attorney Sam Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Ms. Liddell led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Worden recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Budget Hearing, September 22, 2016 were accepted as revised.

The minutes of the Regular Board Meeting, September 22, 2016 were tabled for further clarification and will be brought to the November Board meeting.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

PRESIDENT'S REPORT

Dr. Gabbard reported that the MCC Café has been certified a Level 1 Certified Green Restaurant; thirty steps were completed to receive 94.4 green points. He noted that MCC Night on November 16 will feature a new fire engine, which was donated to the College by the Wauconda Fire Department.

Dr. Gabbard spoke about the College's newest program in Industrial Maintenance; this was begun in response to the needs of local manufacturers. Students are sponsored by their employers, and two-thirds of the students receive funds from the Illinois Talent Pipeline grant which reimburses employers for tuition and fees of students who are enrolled in the program. Two student cohorts are currently running, with a total of 31 students.

Dr. Gabbard spoke about the recent first meeting of the Capital Campaign Steering Committee; one donor asked that the goal be stretched to contribute toward space emptied when the science classes move into the Liebman Science Center. Dr. Gabbard showed slides of the proposed center, which can be seen at [www.mchenry.edu/board/16\\_17/presentations/102716LiebmanScienceCenter.pdf](http://www.mchenry.edu/board/16_17/presentations/102716LiebmanScienceCenter.pdf).

Dr. Gabbard spoke about the student fee and debt certificate options. Three options are available that would involve issuing debt at different times; one plan might save \$150,000.00. The College has flexibility

because of the early large donation. Discussion followed about the student fee, which is needed to begin paying the debt service. Mr. Tenuta noted that the first debt will be incurred in 2017 and the second debt early in 2018. The \$9.00 student fee would go into effect summer 2017. Mr. Tenuta added that funding decisions will not be made without Board involvement.

#### PRESENTATION

##### MCC's Educational Murals, Mr. Mark Arctander, Instructor of Art

Mr. Arctander gave a presentation on several murals throughout the College campus, provided background on the students who worked on them, and showed examples of several murals at the Detroit Art Institute and the McHenry County Government building. Mr. Arctander answered questions from the Trustees. It was noted that the College's fiftieth anniversary is coming up in 2017; with a new science building there may be space to fill with another mural. The presentation was greeted with applause.

The presentation can be seen at [www.mchenry.edu/board](http://www.mchenry.edu/board).

#### COMMUNICATIONS

##### A. Faculty Report

Dr. Gabbard noted that Ms. Humphrey contacted him that she would not be present at tonight's meeting.

##### B. Adjunct Faculty Report

Ms. Shuman reported that Ms. Angela Kahl has been appointed Vice President of the Adjunct Faculty Association, and Ms. Betsy Metzger has been appointed Secretary of the organization.

##### C. Staff Council Report

Ms. Trimble stated she had no report.

##### D. Student Trustee Report

Student Trustee Worden reported on recent student issues, including transgender bathrooms, the inception of a Philosophy Club, and volunteer work done by students for MCC for the Community Day on

October 15. He reported the results of a recent poll on textbooks; this information can be viewed at

[http://www.mchenry.edu/board/16\\_17/presentations/102716textbookpoll.pdf](http://www.mchenry.edu/board/16_17/presentations/102716textbookpoll.pdf).

#### F. Attorney Report

Mr. Cavnar, standing in for Attorney Rogers, reported that he had no report at this time.

#### APPROVAL OF CONSENT AGENDA

Vice Chair Liddell asked whether there were any items to remove from the Consent Agenda. Ms. Walsh moved that the Consent Agenda be approved as presented, and Mr. Parrish seconded the motion. During discussion, Board Report #16-110, Out-of-District and Out-of-State Tuition and Fees, was discussed. Mr. Tenuta explained the chargeback process in response to Student Trustee Worden's question. The rates shown in the Board Report are what a student from another district would pay to attend McHenry County College. The figures are calculated once a year through the audit to determine the per capita cost. Ms. Kissler noted that she was impressed with the fact that the College is adding a new program and does not have to hire any new faculty to get it off the ground. Ms. Liddell added that hundreds of local business owners are looking for talent; she felt this program will add more stability for employment within the county. Dr. Berryman added that the NSF ATE grant is in the second stage, where the College works more deeply with a mentor college.

The roll was called, and all voted in favor. The motion carried.

#### **For Approval**

- A. Executive Summary, Board Report #16-103
- B. Financial Statements
  - 1. Treasurer's Report, Board Report #16-104
  - 2. Ratification for Accounts Payable Check Register, Board Report #16-105
- C. Academic Calendar for 2017-2018, Board Report #16-106
- D. Associate in Applied Science in Mobile Design and Development and Certificates in iOS Development, Android Development and Programming Fundamentals, Board Report #16-107
- E. Destruction of Closed Session Recordings, Board Report #16-108
- F. Fiscal Year 2016 Audit, Board Report #16-109
- G. Out-of-District and Out-of-State Tuition and Fees, Board Report #16-110

#### ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was necessary.

BOARD POLICY MANUAL

- A. 2.1.1 Investments – First Reading, Board Report #16-113
- B. 2.14 Business Enterprises Act – First Reading, Board Report #16-114
- C. 2.15 Reimbursement of Travel, Meal and Lodging Expenses – First Reading, Board Report #16-115

These policies were presented for a first reading. Brief discussion followed on Policy 2.1.1, Investments, and Policy 2.14, Business Enterprises Act. Extensive discussion followed on Policy 2.15, Reimbursement of Travel, Meal and Lodging Expenses, and additional discussion was requested for a future meeting.

ICCTA REPORT

Ms. Liddell announced that the ICCTA is putting a Strategic Plan in place, and invited her fellow Trustees to complete a survey sent to all Trustees. She encouraged Board members to attend the November 11-12, 2016 ICCTA Meeting in Naperville.

FOR INFORMATION

- A. New Employees
- B. October 2016 Committee Meeting Summary
- C. Friends of McHenry County College Foundation Report
- D. Office of Marketing and Public Relations Update
- E. Office of Resource Development Update
- F. Office of Sustainability Center Update

Ms. Kissler pointed out the November 5 recycling pickup at the Green Expo. Ms. Liddell spoke about the November 3 Education to Empowerment event. Ms. Walsh asked whether the ICCB grants will be a problem with the state funding crisis; Dr. Berryman assured Ms. Walsh that most are funded through Perkins and will be fine.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Kissler noted that no consensus was reached at the Committee of the Whole meeting about holding a Board retreat; this will be placed on the November Committee of the Whole agenda. Discussion followed on options for an open or closed retreat.

Ms. Walsh offered her congratulations to the MCC Café on their Level 1 Green Restaurant Certification; Mr. Tenuta added that McHenry County College is the only community college to achieve this level.

Mr. Parrish stated that while major strides forward are being made, the Board needs to be more communicative with the community; he cited the McHenry County Council of Governments meeting which was attended by two trustees and Dr. Gabbard.

FUTURE AGENDA ITEMS

Future agenda items include the following: the September 22, 2016 minutes will be placed on the November agenda for acceptance. Ms. Walsh asked for an in-depth look at enrollment and strategies employed for retention and enrollment. Ms. Walsh also asked about dashboards; Dr. Gabbard noted that they are very close to completing a student success dashboard that has more than just course success. Ms. Walsh would like to present a written report on her attendance at the ACCT Leadership Congress. Ms. Liddell will also report on her attendance at that conference. An update on the capital campaign will be placed on the agenda.

CLOSED SESSION

No closed session was held.

ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, September 22, 2016

No action was taken.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:45 p.m.

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Patricia Kriegermeier, Recording Secretary

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Chris Jenner, Board Secretary