

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, March 22, 2018, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Liddell called the meeting to order at 6:00 p.m. When Secretary Walsh called the roll, the following were present:

Ms. Vazquez
Ms. Evertsen
Mr. Allen
Mr. Parrish
Ms. Tirio
Ms. Walsh
Ms. Liddell

Mr. Smith was absent. Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Liddell led the group in the Pledge of Allegiance. Ms. Liddell announced that tonight's meeting would not be live streamed due to technical difficulties with ustream.

COLLEGE MISSION STATEMENT

Student Trustee Vazquez recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the February 22, 2018 Regular Board Meeting were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

PRESIDENT'S REPORT

Dr. Gabbard spoke about the IPEDS (Integrated Postsecondary Education Data System) report provided last week; he noted that ICCB will always benchmark MCC against the ICCB group, unless a different peer group is identified, as was done this year. He noted that MCC was awarded a smaller number of federal grants and loans than our peers, although MCC receives a higher amount of grant aid and less Pell funding than peer institutions. Dr. Gabbard stated that MCC outpaces the comparison group in full-time and part-time retention, although MCC students take a little longer to complete. In overall transfer rate, MCC does better than the peer group. There is a significantly higher part-time student population, which may explain why it takes six to eight semesters to complete. Dr. Gabbard noted that he met with the Strategic Enrollment Management group this week, and invited Trustees to sit in on a meeting.

Dr. Gabbard acknowledged the retirement of Ms. Cynthia Letteri, noting that administration supports emeritus status for Ms. Letteri. Dr. Gabbard also acknowledged Ms. Liddell, reading aloud a plaque presented to her from the Illinois Community College Trustees Association for her service in 2016-2017 as President of that organization. He passed around copies of a position paper in support of the Bachelor of Science in Nursing for Trustees to review. Dr. Gabbard also displayed stickers that can be placed on business cards, containing information on whom to contact if someone wishes to get started with classes at MCC. He thanked Ms. Haggerty for creating the stickers.

PRESENTATION

Mr. Joseph Nothnagel, Instructor of Chemistry, and Ms. Nora Sherman, MCC alumna, gave a presentation entitled, "A Capstone Laboratory Project for the Calculus-Based Physics Sequence." Mr. Nothnagel instituted a first week lab to help students with the over 1,000 equations they would need to be aware of in the physics course; Ms. Sherman and her partner created a wonderful version of this lab game. Ms. Sherman stated that she was able to start her college career as a high school senior; MCC gave her access to STEM courses and a very encouraging environment. She is now a student at University of Illinois

Urbana/Champaign and has impressed her peers at that school by sharing her experience at MCC. The

presentation can be viewed at <https://www.youtube.com/watch?v=fcW0SvGIBzs&feature=youtu.be>.

COMMUNICATIONS

A. Faculty Report

Ms. Humphrey passed copies of her report around, and highlighted several items. She noted that faculty are visible and engaged in the community.

B. Adjunct Faculty Report

Ms. Guin Mathey presented the report, which highlighted adjunct faculty member Ms. Christina Swanson, Instructor of Sociology.

C. Staff Council Report

Ms. Trimble was unable to attend tonight's meeting; there was no report.

D. Student Trustee Report

Ms. Vazquez noted that student government elections are beginning; she also spoke about the MCC 101 program, and noted her experience as a first year mentor in this program. Her report is available in the Board packet at www.mchenry.edu/board.

E. Attorney Report

Mr. Cavnar stated that he is working on dates and presenters for trustee training, and will follow up soon with information. He noted that Robbins-Schwartz has recently issued a FOIA publication covering vendor trade secrets. When submitting a bid, vendors must claim that the information they are providing to the College is a trade secret or is proprietary; if this claim is not made, information will be available through the Freedom of Information Act.

APPROVAL OF CONSENT AGENDA

Ms. Evertsen moved to approve the consent agenda as presented, and Mr. Allen seconded the motion.

During discussion, Ms. Walsh pointed out that a six-month calculation is available showing expenditures

for engineering, food, landscaping, legal costs, and temporary staffing. The roll was called, and all were in favor. The motion carried.

For Approval

- A. Executive Summary and Financial Statements
 - a. Executive Summary, Board Report #18-34
 - b. Treasurer's Report, Board Report #18-35
 - c. Ratification for Accounts Payable Check Register, Board Report #18-36
- B. Request to Approve/Lease/Purchase/Renew
 - a. Adobe Site License Agreement, Board Report #18-37
 - b. Desktop and Laptop Computer Lease, Board Report #18-38
- C. Destruction of Closed Session Recordings, Board Report #18-39
- D. Personnel
 - a. Appointment of New and Replacement Faculty Positions, Board Report #18-46
 - b. Request for Retirement, Board Report #18-40
 - c. Request for Faculty Sponsored Leave in 2018-2019, Board Report #18-41

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

APPROVAL OF PRIME TRADES UNDER BID PERIOD 5 FOR LIEBMAN SCIENCE CENTER, Board Report #18-42

Mr. Allen moved to approve Board Report #18-42, Approval of Prime Trades Under Bid Period 5 for Liebman Science Center, and Ms. Tirio seconded the motion. During discussion, Dr. Gabbard noted that there will be one more bid package brought to the Board for approval. He also noted that the College was able to accomplish the bulk of our landscaping desires, since other bids were coming in low. He stated that a lighting ceremony to reveal the glass window in the planetarium is in the planning stages. The roll was called, and all were in favor. The motion carried.

APPROVAL OF GREENHOUSE PROJECT, Board Report #18-43

Ms. Walsh moved to approve Board Report #18-43, Approval of Greenhouse Project, and Ms. Evertsen seconded the motion. During discussion, Dr. Gabbard noted that the cost for the greenhouse is a little over the original estimate. Dr. Gabbard stated he believes there is a funding structure, which includes grants and money being held for state projects, that will cover this project. The roll was called, and all were in favor. The motion carried.

PURCHASE OF FURNITURE FOR LIEBMAN SCIENCE CENTER, Board Report #18-44

Ms. Evertsen moved to approve Board Report #18-43, Purchase of Furniture for Liebman Science Center, and Ms. Tirio seconded the motion. Dr. Gabbard stated that spending money on furniture can be a painful part of the process; he noted that good furniture will last ten to fifteen years. There was no discussion. The roll was called, and all were in favor. The motion carried.

BOARD TRAVEL REQUESTS AND ESTIMATED COSTS, Board Report #18-45

Ms. Tirio moved to approve Board Report #18-45, Board Travel Requests and Estimated Costs, and Ms. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

ENDORSEMENT OF McHENRY COUNTY COLLEGE MISSION STATEMENT, Board Report #18-47

Ms. Evertsen moved to approve Board Report #18-47, Endorsement of McHenry County College Mission Statement, and Ms. Walsh seconded the motion. During discussion, Ms. Evertsen stated that the mission is succinct and memorable and it works. There was general agreement among the Trustees. The roll was called, and all were in favor. The motion carried.

ICCTA REPORT

Ms. Walsh reported on the March ICCTA Meeting held in Lisle, noting highlights as follows. The Presidents' Council is proposing legislation to keep out-of-state schools from offering dual credit classes. Trustee training is in progress; DVDs are available for purchase from the ICCTA office. Ms. Walsh also noted that there is opposition to the governor's proposed pension shift. Mr. Tenuta stated that the College will have to put a liability on the balance sheet this year. Ms. Walsh also stated that MCC will be hosting a breakfast or lunch meeting for the ICCTA North Central region. Ms. Liddell noted that the next meeting will be held in Springfield April 12-13, 2018.

FOR INFORMATION

- A. New Employees
- B. Resignations
- C. ICCTA Paul Simon Student Essay Contest
- D. Partnership Agreements Eastern Illinois University and University of Wisconsin-Milwaukee

- E. March Committee Meeting Summary
- F. Friends of McHenry County College Foundation Report
- G. Office of Marketing and Public Relations Update
- H. Office of Resource Development Update
- I. Sustainability Center Update
- J. Legislative Update

Ms. Liddell expressed her thanks for the addition of the legislative update.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Tirio thanked all for the recent calls and emails of support due to fake news publicity. Ms. Evertsen stated that Ms. Vazquez has done a great job as Student Trustee; she asked how student trustees are chosen. Ms. Vazquez replied that packets are going out now and that any student can apply. Fifty student signatures are needed and proof of good grades must be shown in order to run. Elections will be held April 9. Ms. Walsh stated she was very impressed with tonight's presentation. She noted also that MCC employee Ms. Pat Kallaus is a 2018 alumni of Leadership Greater McHenry County, and added that Trustee Allen was a member of the 2015 LGMC class. Mr. Parrish thought that tonight's presentation was astonishing. Ms. Liddell invited all Trustees to attend the upcoming Education to Empowerment event, and the MCC Employee Award Ceremony. Ms. Liddell also noted that Paul Hamill, Instructor of Earth Science, presented to Rotary and was very well received.

FUTURE AGENDA ITEMS

Future agenda items include another presentation on the Liebman Science Center.

CLOSED SESSION

At 715 p.m., Ms. Tirio 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*, 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, 120/2(c), Exception #8, Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property, 120/2(c), Exception #11, Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting, and 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. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. A brief break was taken, and closed session began at 7:27 p.m. At 7:43 p.m., Ms. Liddell moved to come out of closed session, and Mr. Allen seconded the motion. There was no discussion. A voice vote was taken, and all were in favor. Closed Session ended at 7:43 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, February 22, 2018

Ms. Evertsen moved to accept the closed session minutes of the Regular Board Meeting, February 22, 2018, and Mr. Allen 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 7:44 p.m.

Patricia Kriegermeier, Recording Secretary

Molly H. Walsh, Board Secretary