

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, August 24, 2017, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Jenner called the meeting to order at 6:00 p.m. When Secretary Walsh called the roll, the following were present:

Ms. Evertsen
Ms. Liddell
Mr. Parrish
Mr. Smith
Ms. Tirio
Ms. Walsh
Mr. Jenner

Student Trustee Peters was absent at roll call and arrived at 6:29 p.m. Dr. Gabbard was present. Attorney Sam Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Jenner led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Chair Jenner recited the Mission Statement in Student Trustee Peters' absence.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the June 29, 2017 Regular Board Meeting were accepted as revised.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

PRESIDENT'S REPORT

Dr. Gabbard reported on changes to the College's Strategic Initiatives, now to be called Institutional Goals. He provided a chart of each, noting this item is on tonight's consent agenda for Board approval.

Dr. Gabbard also reported that he met with students today, and shared stories of their plans to earn credits that transfer to four-year schools. Dr. Gabbard provided an update on a Parkland College's Trustee's conflict of interest, and alumnus Jason Jeffko, whose internship at Scot Forge led him to study at the Milwaukee School of Engineering, and finally to work at Scot Force as an engineering manager. Dr. Gabbard announced several dates: September 8 event Listening for a Cause, sponsored by the Friends of McHenry County College Foundation; September 26 Multi-Chamber Mixer at the College; the October 12 Manufacturing Breakfast; an Education to Empowerment event on November 2; as well as the November 10 Foundation event, Moonlight Masquerade.

PRESENTATIONS

Enrollment Management Presentation

Dr. Gabbard introduced Ms. Christina Haggerty, Dr. Chris Gray, and Dr. Brock Fisher, who gave a presentation on the College's strategic enrollment management efforts. Their presentation can be viewed at www.mchenry.edu/board.

The MCC Study Abroad Summer 2017 Narratives: An Anthology of Student Reflections

Ms. Lindsay Carson, Chair of International Studies, along with Associate Dean of Humanities and Social Sciences, Ms. Laura Power, and students Ms. Alondra Flores and Ms. Giavanna Laukert, gave a presentation sharing faculty and student experiences while participating in exchange programs in Costa Rica and the Netherlands. It was noted that Ms. Flores was the first McHenry County College student to receive a full ride scholarship for her studies abroad. Their presentation can be viewed at www.mchenry.edu/board.

COMMUNICATIONS

A. Faculty Report

Ms. Humphrey announced there would be no Faculty Report.

B. Adjunct Faculty Report

Ms. Shuman sent a message that there would not be an Adjunct Report.

C. Staff Council Report

Ms. Trimble announced that she had no report.

D. Student Trustee Report

Mr. Peters spoke about the August 17 Opening Day event, noting that event photos were posted on the College's Facebook page, and spoke also about the August 18 Student Leadership Conference, which was attended by sixty students.

F. Attorney Report

Attorney Cavnar stated he would have a summary on the Parkland College decision at the next meeting.

APPROVAL OF CONSENT AGENDA

Chair Jenner asked if anyone wished to remove items from the Consent Agenda; no items were removed. Trustee Smith asked a question about a payment to Wells Fargo; Mr. Tenuta replied that this was interest on the debt service for the construction of the Liebman Science Center. Ms. Liddell moved to approve the Consent Agenda, and Ms. Walsh 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 #17-81
- B. Financial Statements
 - a. Treasurer's Report, Board Report #17-82
 - b. Ratification for Accounts Payable Check Register, Board Report #17-83
 - c. Ratification for Accounts Payable Check Register, Board Report #17-84
- C. Request to Approve Proposed Institutional Goals, Board Report #17-85
- D. Destruction of Closed Session Recordings, Board Report #17-86
- E. Request to Lease/Replace/Renew/Purchase/Upgrade
 - a. Annual Extreme Networks Maintenance Contract, Board Report #17-87
 - b. Annual Microsoft Alliance Enterprise Agreement, Board Report #17-88
 - c. Burnham Boilers - Building B, Board Report #17-89
 - d. Emergency Medical Technician (EMT) Training, Board Report #17-90
 - e. SARS Anywhere and SARS Track Systems, Board Report #17-91
 - f. Special Event Liquor License, Board Report #17-92
- F. Personnel
 1. Salary Adjustment, Board Report #17-93

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

APPOINTMENT OF REPLACEMENT VICE-PRESIDENT OF MARKETING, COMMUNICATIONS, AND DEVELOPMENT, Board Report #17-94

Ms. Walsh moved to Approve Board Report #17-94, Appointment of Replacement Vice-President of Marketing, Communications, and Development, and Ms. Liddell seconded the motion. During discussion, Dr. Gabbard spoke about the quality and quantity of work Ms. Haggerty has produced and overseen, adding that the College's marketing materials have a unity that is important in getting out the message. He stated she is the right person to fill this position, and noted he would appreciate approval. Ms. Walsh thanked Ms. Haggerty for filling in as an interim for two to three years. The roll was called, and all were in favor. The motion carried. Ms. Haggerty was greeted with applause.

APPROVAL OF RECOMMENDATION TO RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Mr. Smith moved to approve the recommendation to release closed session minutes, and Ms. Walsh seconded the motion. During discussion, Chair Jenner pointed out that the Open Meetings Act requires public bodies to conduct a review of closed session minutes twice annually. Mr. Jenner read a list of the type of meeting and dates of the minutes to be released. The roll was called, and all were in favor. The motion carried.

APPROVAL OF PRIME TRADES UNDER BID PERIOD 3 FOR LIEBMAN SCIENCE CENTER, Board Report #17-95

Ms. Liddell moved to approve Board Report #17-95, Approval of Prime Trades Under Bid Period 3 for Liebman Science Center, and Ms. Walsh seconded the motion. During discussion, Ms. Liddell commented that this project came in under bid. Mr. Smith asked whether the planetarium was added later; Ms. Walsh replied the planetarium was always included in the cost. Dr. Gabbard proposed a visit to the construction site next month if the weather was nice. The roll was called, and all were in favor. The motion carried.

BOARD TRAVEL REQUESTS AND ESTIMATED COSTS, Board Report #17-96

Mr. Parrish moved to approve Board Report #17-96, Board Travel Requests and Estimated Costs, and Ms. Evertsen seconded the motion. During discussion, Mr. Smith passed along the Board's compliments to

administration, on an excellent job of containing travel expenses. The roll was called. Mr. Peters, Ms.

Tirio, Ms. Walsh, Ms. Evertsen, Ms. Liddell, Mr. Parrish, and Mr. Smith voted in favor; Mr. Jenner voted against. The motion carried.

VOLUNTARY EMPLOYEE RETIREMENT INCENTIVE, Board Report #17-97

Ms. Liddell moved to approve Board Report #17-97, Voluntary Employee Retirement Incentive, and Ms.

Tirio seconded the motion. During discussion, Dr. Gabbard stated that administration continues to

believe this is a sound program that could give a slight return during this coming year. Mr. Jenner noted

this program was voluntary, and asked if it had any effect on the pension calculation. Mr. Tenuta replied

that there is no effect on the current system; new teachers would be coming in under a different State

University Retirement System category. Ms. Evertsen commented that she did not see anything that tells

her how much to anticipate will be saved. Dr. Gray replied that the savings depends on who takes

advantage of this program. Modeling for the program was shown on screen, and Dr. Gray stated that the

Faculty Association asked administration to look at a voluntary retirement incentive to save a future

reduction of faculty positions. Dr. Gray noted that the return is significant within two years. Ms. Evertsen

wanted to clarify that this is a one-time opportunity, and Mr. Tenuta so confirmed that a decision must

be made by January 1, 2018. Mr. Smith asked about exposure of unintended consequences, and costs,

and Dr. Gray replied that most employees that retire would be in multi-line departments, and

administration feels those departments can absorb the loss. The roll was called, and all were in favor. The

motion carried. The presentation can be seen at www.mchenry.edu/board.

BOARD APPROVAL OF EXCEEDED TRAVEL EXPENSES, Board Report #17-99

Ms. Walsh moved to approve Board Report #17-99, Board Approval of Exceeded Travel Expenses, and

Ms. Liddell seconded the motion. Dr. Gabbard noted that an eye will be kept on how many exceeded

expenses come through, adding that Board Policy could be adjusted for rates, so that frivolous items

would not be brought to the Board for approval. The roll was called, and all were in favor. The motion

carried.

ICCTA REPORT

Having attended the ICCTA Executive Retreat, Ms. Liddell and Ms. Walsh provided the latest updates on current issues.

FOR INFORMATION

- A. New Employees
- B. Resignations
- C. August Committee Meeting Summary
- 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. Chargeback and Joint Agreements Summary Report for Fiscal Year 2017
- I. Partnership Agreements Eastern Illinois University, Northeastern Illinois University, Northern Illinois University, Roosevelt University, and Southern Illinois University Carbondale

Chair Jenner was pleased that partnership agreements continue to be highlighted; Ms. Walsh asked if there was any way to track students who transfer. Dr. Gray replied that in many agreements, it is stipulated that the schools report back to McHenry County College. He added that reporting depends on how much time the College wants to devote. Ms. Walsh noted that 393 students took advantage of chargeback; she asked for a breakdown of courses they are taking that McHenry County College does not offer.

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

FUTURE AGENDA ITEMS

Future agenda items include dashboard tutorial on course success, the levy, tenth day enrollment report, and a chargeback and joint agreement report on activity during FY 2017.

CLOSED SESSION

At 7:54 p.m., Ms. Walsh moved to go into closed session to discuss matters covered under the Illinois Open Meetings Act, 120/2(c), Exception #1, Personnel, *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, and 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 Ms. Tirio seconded the motion. There was no discussion. The roll was called, and all were in favor. A short break was taken, and closed session began at 8:02 p.m.

At 8:21 p.m., Ms. Liddell moved to come out of closed session, and Ms. Evertsen seconded the motion.

There was no discussion. A voice vote was taken, and all were in favor. Closed Session ended at 8:22 p.m.

RECOMMENDATION TO ISSUE NOTICE TO REMEDY TO TENURED FACULTY, Board Report #17-98

This item was postponed; no action was taken.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:22 p.m.

Patricia Kriegermeier, Recording Secretary

Molly H. Walsh, Board Secretary