

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of the Board of Trustees of McHenry County College was held on Thursday, October 25, 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. Elliott
Ms. Evertsen
Mr. Allen
Mr. Smith
Ms. Tirio
Ms. Walsh

Mr. Parrish was absent.

Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Smith led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Elliott recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Budget Hearing, September 27, 2018, the Regular Board Meeting, September 27, 2018, and the Special Board Meeting, September 27, 2018, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

PRESIDENT'S REPORT

Dr. Gabbard's report featured information about an initiative for entrepreneurial agriculture, featuring a degree and certificates. He noted that the October 23 Manufacturing Breakfast was attended by over 100 firms. Discussion followed about the Woodstock Tax Increment Financing District (TIF); Dr. Gabbard had a conversation with Mr. Mike Moan of District 200, to discuss the impact of the TIF. He stated there is time for the Board to review a resolution at the November Committee of the Whole meeting, and vote at the November Board meeting to deliver to the Woodstock City Council. Dr. Gabbard spoke about the timeline for infill of Buildings A and E, and showed three layouts to the Board. He noted that architectural firm DKA had internal and external photos taken and could do a slide show at a future meeting. Dr. Gabbard provided dates of future events of interest to the Board, and provided a packet of information on MCC advisory boards.

INTRODUCTION OF NEW FACULTY AND STAFF

Dr. Gabbard stated that at the suggestion of a Board member, new faculty and staff will be introduced at the Board Meeting.

Ms. Skinder introduced new employees in the Human Resources office Ms. Deetra Sallis, Human Resources Partner, Ms. Martha Solorzano, Coordinator of Benefits, Ms. Diana Dominguez, Coordinator of Talent Acquisition.

Mr. Tenuta introduced Ms. Ellen Benson, Accountant II.

Dr. Gray introduced Alyssa McRay, Instructor of Biology-Anatomy and Physiology, Ms. Angela Wallace, Instructor, Physical Therapist Assistant Program, Ms. Shannon Seebach, Shah Center Program Specialist, Ms. Eileen Miller, Shah Center and Programs Assistant, Mr. Joe McGinley, Instructor of Automotive Technology, and Ms. Julia Pappalardo, Adult Education Navigator. They were greeted with applause.

PRESENTATIONMCC101 Course Reconfiguration

Ms. Elizabeth Nelson, Cataloging and Collection Librarian, gave a presentation on MCC101, an eight-week course required for all first time, full time students. The course is an introduction to college resources and informs students of expectations of college level work in order for them to be successful. Ms. Nelson's presentation covered data driven changes to the course, information about the revised course, lessons and highlights, and snapshots from course modules. After the presentation, Ms. Nelson answered questions from the Trustees. Her presentation, MCC 101, The College Experience, can be viewed at www.mchenry.edu/board.

COMMUNICATIONSA. Faculty Report

Ms. Humphrey provided copies of the faculty report and spoke about several of its highlights.

B. Adjunct Faculty Report

There was no Adjunct Faculty report this month.

C. Staff Council Report

Ms. Trimble stated that there was no Staff Council report this month.

D. Student Trustee Report

Ms. Elliott reported that October was a big month for students, featuring the Empty Bowls event, mid-term week, Halloween activities in the Sage Learning Center to engage students, a Haunted House event, and Hispanic Heritage Month, which featured a keynote speaker about the Day of the Dead. Ms. Elliott reported that the student government executive board visited Richland Community College in Decatur for a conference, which provided an opportunity to work with other student trustees. Dr. Gabbard added that Ms. Elliott has been meeting with Cabinet members to discuss expectations and responsibilities.

F. Attorney Report

There was no report.

APPROVAL OF CONSENT AGENDA

Chair Smith asked if there was anything to be removed from the Consent Agenda; Ms. Evertsen asked for clarification on how many out-of-state and out-of-district students we generally have. Mr. Tenuta replied there are not many such students and will get that information to share with the Board. Ms. Walsh asked about savings from belonging to the Community College Health Consortium, and Mr. Tenuta replied that McHenry County College is at a positive \$421,000, noting that we are going in the right direction.

Ms. Evertsen moved to approve the Consent Agenda, and Ms. Tirio seconded the motion. During discussion, Mr. Tenuta noted that the College joined the consortium when he first came to McHenry County College, and has avoided increases in health insurance premiums, as well as saved money. After five years, dividends are paid back which lower premiums. He added that rates like this are not available anywhere else.

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

For Approval

- A. Executive Summary and Financial Statements
 1. Executive Summary, Board Report #18-127
 2. Treasurer's Report, Board Report #18-128
 3. Ratification for Accounts Payable Check Register, Board Report #18-129
- B. Academic Calendar for 2019-2020, Board Report #18-130
- C. Destruction of Closed Session Recordings, Board Report #18-131
- D. Fiscal Year 2018 Audit, Board Report #18-132
- E. Out-of-District and Out-of-State Tuition and Fees, Board Report #18-133
- F. Request to Close the College During Winter Break 2019, Board Report #18-134
- G. Request to Approve/Contract Extension/Lease/Purchase/Renew/Replace/Upgrade
 1. Construction Services for Asbestos Abatement Building A Remodel, Board Report #18-135
 2. Renewal and Participation in the Community College Health Consortium, Board Report #18-136
 3. Renewal in the Illinois Community College Risk Management Consortium, Board Report #18-137
 4. Symantec SSL Visibility Appliances, Board Report #18-138

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

APPROVAL OF THE 2018 ESTIMATED TAX LEVY AND ADOPTION OF ESTIMATED TAX LEVY RESOLUTION, Board Report #18-139

Mr. Allen moved to approve Approval of the 2018 Estimated Tax Levy and Adoption of Estimated Tax Levy Resolution, Board Report #18-139, and Ms. Tirio seconded the motion. During discussion, it was noted that the tax levy has been kept flat for six years, an extraordinary accomplishment and tremendous contribution to the community. Chair Smith thanked all involved. The roll was called, and all were in favor. The motion carried.

MEMORANDUM OF AGREEMENT BETWEEN McHENRY COUNTY COLLEGE BOARD OF TRUSTEES AND McHENRY COUNTY COLLEGE STAFF COUNCIL, Board Report #18-140

Ms. Evertsen moved to approve Memorandum of Agreement Between McHenry County College Board of Trustees and McHenry County College Staff Council, Board Report #18-140, and Mr. Allen seconded the motion. During discussion, Ms. Evertsen commented that the rules of the game have changed, and the College is keeping up with what is newly written. The roll was called, and all were in favor; the motion carried.

REQUEST TO PURCHASE CLASS 14 ANNUAL LIQUOR LICENSE, Board Report #18-141

Mr. Allen moved to approve Request to Purchase Class 14 Annual Liquor License, Board Report #18-141, and Ms. Tirio seconded the motion. During discussion, comments were made that positive things have been heard about alcohol service in the student restaurant, and that students are working in a real-world scenario. A request was made for a year-long calendar of proposed events for the Board to approve; this will be brought to the November Board meeting.

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

ICCTA REPORT

There was no report.

FOR INFORMATION

- A. New Employees
- B. Departures
- C. October 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

Ms. Tirio expressed thanks to Mark and Anne Stumpf for creating a nursing scholarship.

FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Walsh stated that she attended the Manufacturing Breakfast, and came away with the feeling that there is a real disconnect between the language of manufacturers and what we use. She asked if the College is looking for people to serve on Advisory Committees. Dr. Gray replied that the entire program advisory manual has just been redone; it will be posted on the website. Dr. Gray stated that the College is looking for folks on the floor or their immediate level supervisor to serve on Advisory Committees. If Trustees know anyone who would be suitable, they can refer them to Dr. Gray, Ms. Jones, or Dr. Berryman.

Ms. Evertsen commented that while at an event this past weekend, she spoke to people about MCC who were unaware that trade program things were going on here. After speaking with each one, they were delighted to know what programs MCC is offering.

Ms. Elliott stated she was thrilled with the Building A renovation plan.

Ms. Tirio stated it was apropos that the Sage Learning Center promoted a Trick Don't Cheat study program now, as Vince Foglia's birthday is on Halloween.

Mr. Allen asked about computer upgrades; Dr. Butler stated the project was finished.

Chair Smith asked if the student group could be brought back to talk about the Fitness Center changes.

CLOSED SESSION

At 7:13 p.m., Mr. Allen 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*, 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 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. Tirio seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried. A break was taken at 7:35 p.m. and closed session began at 7:44 p.m.

At 8:24 p.m., Ms. Evertsen 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. The motion carried. Closed session ended at 8:25 p.m.

RECOMMENDED APPROVAL OF SETTLEMENT AGREEMENT

Ms. Evertsen moved to authorize the President to approve the settlement agreement discussed in closed session, pending attorney review. Ms. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

ACCEPTANCE OF CLOSED SESSION MINUTES

Mr. Allen moved to accept closed session minutes of the Committee of the Whole meeting, June 19, 2018, the Committee of the Whole meeting, September 18, 2018, and the Regular Board Meeting, August 23, 2018. Ms. Evertsen 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 8:26 p.m.