

**MINUTES**  
**REGULAR BOARD MEETING**  
**of McHENRY COUNTY COLLEGE**

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, February 28, 2008 in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:00 p.m. When Secretary Larson called the roll, the following were present:

Mr. Summers  
Ms. Walters  
Dr. Glosson  
Mrs. Larson  
Ms. Kurtz  
Mr. Lowe  
Ms. Claypool

Attorney Sandra Kerrick was present as legal counsel.

Trustee Miller arrived at 7:11 p.m.

Ms. Claypool read the mission statement.

Chair Lowe asked if there were any changes to the agenda. He then stated that, hearing no objections, the agenda stands approved.

ACCEPTANCE OF MINUTES: Regular Board Meeting, January 28, 2008  
Regular Board Meeting, January 28, 2008, Closed Session

Hearing no objections, the minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Willis and Mr. Skinner addressed the Board.

BOARD COMMITTEE REPORTS  
Committee of the Whole - February 25, 2008

Dr. Glosson presented an overview of the February 25 Committee of the Whole meeting, which included a FOIA appeal, two presentations on the Bridger Report, a suggestion concerning the FOIA appeal process, a discussion of the review cycle of professional services, Trustee engagement, and the Board and President evaluation process for this academic year. A moment of silence was held for the NIU victims.

### ICCTA REPORT

Chair Lowe reported on the ICCTA legislative summit held in conjunction with ACCT in Washington, D.C. February 13-15, 2008. While in Washington, D.C., Trustees met with Senator Durbin, Congressman Manzullo and Congresswoman Bean's office. The ethics bill is back in the state legislature and has passed the House. The bill is moving through the House and Senate; this is a second attempt to make it clear that community colleges are units of local government. This is a two-pronged approach; through the courts, it was decided in favor of community colleges about eight months ago. The Inspector General's office has appealed it; the legislation may get through before the court case. Next ICCTA meeting will be held March 14-15 in Oak Brook.

### FRIENDS OF MCC FOUNDATION REPORT

Dr. Glosson presented a Foundation update. Highlights included: 1) the Golf Outing on June 4, 2008, 2) the ABC Breakfast on April 23, 2008, 3) four new nursing scholarships from the Monarch Foundation, and 4) many gifts remembering former President Bartlett. The Foundation has received the feasibility study regarding the MCC Promise; the Foundation Board is considering how to present it to the Board of Trustees and a date will be identified shortly. Dr. Glosson would like to consider combining the presentation of the Foundation report and the Board Retreat.

### PRESIDENT'S REPORT

Dr. Packard reported on College support for the NIU tragedy. Many college employees wore red and black today to signify sympathy to NIU. A moment of silence was held Monday, February 18 at 3:05 p.m. to symbolize our support for those grieving from the tragedy. Our Athletics Department has organized fundraisers. Our security department continues to collaborate with the Crystal Lake Police Department to assure that our campus is as safe and secure as possible. The College is working with the Crystal Lake Police Department to provide office space to be used by police officers completing paperwork and reports; it would provide an opportunity for a police presence on our campus. In this month's packet there is a recommendation to purchase a mass emergency communication system, which would allow the College to communicate with students and employees by text message, voicemail and email in case of an

emergency. The Action Team has been working since December to determine the most effective ways to communicate. This Team accelerated its work after the tragedy and developed a recommendation in time for tonight's meeting. A series of other recommendations will be forthcoming over the next few months. The Illinois Fire Safety Alliance has appointed Doug Goostree to the IFSA Board. The Fitness Center and the Conference Center are hosting the 2008 Midwest Strength and Conditioning Clinic on March 15, 2008, featuring national expert Dr. Donald Chu.

### PRESENTATIONS

Ms. Catherine Jones, Key Performance Indicators Team Leader, provided a summary of the team's work and its progress. Following the presentation there was a question-and-answer session.

Mr. Penoyer, Director of Business Services, provided a brief report on follow-up to the Bridger Report, Section 10, Printing and Copying. He summarized each comment from the report and provided a College response to each item. Following the presentation, a question-and-answer session was held.

Mr. Vaughn, Duplication Guidelines team leader, summarized the work this action team has done, and presented summary recommendations. He then conducted a question-and-answer session.

### COMMUNICATIONS

#### A. Faculty Report

Ms. Van Sickle presented the Faculty report, mentioning the following items. 1) Tenure recommendations were made for three faculty members: Beverly Dow, Robert McCord and Cheryl Richards. 2) There are ten full time faculty nominees for the ICCTA Faculty of the Year award: Thomas Beggs, Beverly Dow, Jay Geller, Doug Goostree, Anne Humphrey, Katherine Midday, Janet Scott, Susan Richmond, Thomas Takayama and Cynthia Van Sickle. 3) The Women's Film Festival will be held this weekend. 4) The Faculty Association is in the midst of negotiations, which are going amicably.

#### B. Staff Council Report

Ms. Kivisto presented the Staff Council Report, announcing that there will be an election on Monday; nominations for Staff Recognition Award were accepted to recognize one professional and one classified staff member. Voting will take place in March, winners will be announced in April, and awards will be

given at the President's Reception on April 25. Ms. Kivisto then commented on employee rewards, as reported on at the February Committee of the Whole by Ms. Manuel. Ms. Kivisto recommended that there be consistency in regard to the amount and scope of employee awards and stated that faculty is currently the only group receiving any monetary consideration. IFT workshops were attended on grievance administration and leadership group dynamics. Ms. Kivisto stated that when everyone plans and makes decisions together, all members become committed to getting the task done. She expressed heartfelt sympathy to the NIU community and thanked Dawn Wagner for initiating the Wear Red campaign.

### C. Student Trustee Report

The Student Senate held a Meet and Greet on January 15 and 16 and passed out packets of gum to create awareness of the Illinois smoking policy. Campus safety was promoted by distributing whistles. Students appreciated the moment of silence held college-wide on Monday, February 18. Student Senate handed out ribbons on February 28 in remembrance of the NIU tragedy. Student Trustee Claypool and the Student Senate President wrote a letter to the NIU student government expressing the feelings and prayers of MCC's student body. Elections will be held this week for Student Trustee and Student Senate Cabinet positions.

### VOUCHER 961, Board Report #08-23

Chair Lowe asked that any Trustee with a conflict of interest state the conflict, recuse him or herself, and leave the room. Trustee Walters moved to approve Board Report #08-23; Trustee Miller seconded the motion. Trustee Glosson recused herself and left the room. There was no further discussion. The roll was called. The motion was passed unanimously by those present. Dr. Glosson re-entered the room.

### APPROVAL OF CONSENT AGENDA

Chair Lowe asked if any items should be discussed. Discussion was held on the following items:

### C. Emergency Mass notification system

Mr. Naleway stated that the Action Team was confident in their recommendation. The company has the largest market share in its industry. It was not the least expensive, but is the best fit and will work with our new ERP system.

D. Parameters resolution for debt certificate.

Discussion ensued regarding the interest rate and current market conditions. Trustee Summers raised concerns about the debt certificates; Dr. Ally agreed to investigate and share additional information with the Trustees.

E. Tuition Increase

Trustee Kurtz removed item 15. E., Tuition Increase, from the Consent Agenda. Trustee Larson moved to accept the consent agenda, removing item 15. E. Trustee Kurtz seconded the motion. There was no further discussion. The roll was called and all were in favor. The motion carried.

**For Approval**

- A. Executive Summary
- B. Financial Statements
  - a. Treasurer's Report
  - b. Voucher 962 - \$1,584,162.63, Board Report #08-24
  - c. Voucher 963 - \$287,319.84, Board Report #08-25
- C. Request to Purchase Emergency Mass Notification System, Board Report #08-26
- D. Parameters Resolution for Debt Certificate Issuance, Board Report #08-27
- E. Tuition Increase, Board Report #08-28
- F. Distribution of the Community College Insurance Consortium Cooperative (CCIC) Refund, Bd. Rpt. #08-29
- G. Approval of City of Crystal Lake License for Emergency Siren, Board Report #08-30
- H. Destruction of Audio Tape Recordings of the July 21, 2006 Special Board Meeting, August 8, 2006 Committee of the Whole Meeting and August 25, 2006 Regular Board Meeting, Bd. Rpt. #08-31
- I. Personnel
  - a. Personnel Adjustments for Spring 2004 Semester Transfer and Occupational Courses, Bd. Rpt. #02-204
  - b. Personnel Adjustments for Spring 2005 Semester Transfer and Occupational Courses, Bd. Rpt. #04-195
  - c. Personnel Adjustments for Spring 2006 Transfer and Occupational Courses, Bd. Rpt. #06-14
  - d. Personnel Adjustments for Spring 2007 Transfer and Occupational Courses, Bd. Rpt. #06-268
  - e. Personnel Adjustments for Fall 2007 Transfer and Occupational Courses, Bd. Rpt. #07-171
  - f. Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Bd. Rpt. #07-275
  - g. Faculty Tenure Recommendations for 2008-2009, Board Report #08-32
  - h. Appointment of Coaching Staff, Board Report #08-33
  - i. Appointment of Replacement Building Maintenance Technician, Bd. Rpt. #08-34
  - j. Appointment of Replacement Marketing & Public Relations Assistant. Bd. Rpt. #08-35
  - k. Appointment of Replacement Coordinator of Student Activities, Bd. Rpt. #08-36
  - l. Request for Retirement, Board Report #08-37

- m. Request for Retirement, Board Report #08-38
- n. Request for Retirement, Board Report #08-39
- o. Request for Retirement, Board Report #08-40
- p. Request for Retirement, Board Report #08-41
- q. Request for Retirement, Board Report #08-42
- r. Salary Advanced Placement, Board Report #08-43

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Trustee Kurtz moved not to approve Item 15. E. Trustee Summers seconded the motion. Discussion ensued and the roll was called. Trustees Miller, Walters, Glosson, Larson, and Lowe voted no. Trustees Kurtz, Summers and Student Trustee Claypool voted yes. The motion did not carry.

Trustee Glosson moved to approve Item 15. E. Trustee Walters seconded the motion. There was no further discussion. The roll was called. Trustees Miller, Walters, Glosson, Larson and Lowe voted yes. Trustees Summers, Kurtz and Student Trustee Claypool voted no. The motion carried.

ACTION ON FOIA REQUEST

Trustee Summers explained the optional ancillary review mechanism proposed to be added to Board policy. Trustees then discussed the process at McHenry County College and processes followed at other community colleges. Trustee Summers moved to adopt the change to the Board Policy Manual as proposed in Board Report #08-44. Trustee Glosson seconded the motion. There was no further discussion. The roll was called. Trustees Glosson, Kurtz and Summers voted in favor of the motion; Trustees Walters, Larson, Lowe, Miller and Student Trustee Claypool voted against the motion. The motion was defeated.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Resignation
- D. Resignation
- E. Additional Internet Bandwidth
- F. Contract Training for Shah Center
- G. Update on ERP Project
- H. Snow Removal and Ice Control
- I. Installation of Telephones in Classrooms
- J. Updated Review of HWAC Feasibility Studies

OPEN FOR BOARD MEMBERS

Dr. Glosson spoke about upcoming evaluations. Ms. Kurtz asked how training on nonviolent communication could be incorporated to make the Board the best possible team. Attorney Kerrick reconfirmed that the College was on the agenda for the March 4, 2008 Crystal Lake City Council meeting.

FUTURE AGENDA ITEMS

Continuing items on the agenda will be Bridger reports and AQIP Action Team reports. There will be dialogue on the ERA report at the March Committee of the Whole meeting. Other proposed agenda items discussed included the Technology Plan, nonviolent communication, Board procedures, HWAC revenue sources, possible future partnerships, an update on the Sikich management letter, and list of current safety measures in place.

Chair Lowe called for a recess at 9:22 p.m. The meeting resumed at 9:33 p.m.

CLOSED SESSION

Trustee Larson made a motion to go into Closed Session to discuss collective negotiating matters, the purchase or lease of real property, and the setting of a price for sale or lease of property. Trustee Miller seconded the motion. The roll was called and all were in favor; the motion carried.

Chair Lowe read the names of those in the room: Ms. Kurtz, Mrs. Larson, Mr. Lowe, Dr. Packard, Dr. Glosson, Ms. Walters, Mr. Summers, Ms. Miller, Ms. Kriegermeier, Ms. Kerrick, Dr. Ally, Dr. Sager, Ms. Plinske, Mr. Like, Ms. Claypool, Mr. Zanck, Mr. McGuire, Mr. Kirschner, Mr. Havel, Ms. McDonald, and Dr. Salleh-Barone. Closed session began at 9:34 p.m.

Trustee Walters made a motion to come out of Closed Session; Trustee Larson seconded the motion. The roll was called and all were in favor. Closed session ended at 12:22 a.m.

ADJOURNMENT

At 12:22 a.m., with no further business, the meeting was adjourned.