

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, May 24, 2007, in the Board Room, Room A217, in Building A on the Campus. Chair Summers called the meeting to order at 7 p.m. When Secretary Lowe called the roll, the following were present:

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

Absent: Ms. Miller

Ms. Miller arrived at 7:10 p.m.

Attorney Sandra Kerrick was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Summers led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Dr. Packard stated Item 16.G. Selection of Bond Advisor, Board Report #07-90, should be deferred until the next meeting. Trustee Larson questioned the numbering of Item 16.J.a. Board Report #06-268, and it was explained that this Board Report was first brought to the Board in 2006, and that it was an addendum to that report that was currently being brought to the Board. Chair Summers stated that the agenda is approved as presented, with the deletion of Item 16.G. Selection of Bond Advisor, Board Report #07-90.

There were no objections.

DISPOSITION OF MINUTES: Final Meeting of the Retiring Board April 26, 2007
Organizational Meeting April 26, 2007
First Meeting of the Newly Organized Board, April 26, 2007
Board Policy Review Committee Meeting May 7, 2007

Trustee Lowe stated that rather than approve the Board Policy Review Committee Meeting minutes at a Regular Board Meeting, these minutes will be approved at the next Board Policy Review Committee

Meeting prior to their being posted on the website. The minutes for the Final Meeting of the Retiring Board, Organizational Meeting and First Meeting of the Newly Organized Board were approved as presented.

APPOINTMENT OF COMMITTEES

Chair Summers thanked the Board for letting the committees stand after last month's meeting, which gave him time to review the committees and speak with Board members. He then stated the following appointments:

Committee of the Whole: Dr. Glosson, chair
Board Policy Review: Mrs. Larson, chair; Mr. Lowe, Ms. Miller, Ms. Walters
Evaluation: Dr. Glosson, chair; Ms. Kurtz, Ms. Miller
Facility Planning: Mr. Lowe, chair; Mrs. Larson
Finance: Ms. Kurtz, chair; Mr. Lowe, Ms. Miller, Ms. Walters
Negotiations Advisory: Mr. Lowe, chair; Mrs. Larson
Technology: Pending

Dr. Packard stated the Technology Committee could be disbanded and folded into the Committee of the Whole. Chair Summers stated that this could be discussed at a later time. Chair Summers reiterated that Trustee Lowe will be the ACCT representative and that he would be the alternate, and that he will be the ICCTA representative and Trustee Lowe the alternate.

APPOINTMENT OF AQIP LIAISON

Trustee Glosson was appointed to continue to be AQIP Liaison.

APPOINTMENT OF FOUNDATION LIAISON

Trustee Kurtz was appointed Foundation Liaison.

Trustee Walters declined her appointments on the Board Policy Review and Finance Committees as she did not agree with the chairs chosen for these committees. Chair Summers thanked Trustee Walters for her participation in the past. He also commented that it was important for all trustees to take an active roll in committees. Chair Summers will talk with Trustee Walters about her decision following the meeting.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Dr. Ally expressed appreciation for the Certificate of Achievement for Excellence in Financial Reporting, and stated that this is the sixth consecutive year that MCC has been honored, and for the Distinguished Budget Presentation Award which was received for the fifth consecutive year. Dr. Ally thanked Mr. McDonald and his staff for a job well done.

Mr. Like presented a signed print to each Board member of the "Pathways to History" painting conceived by Mr. Arctander, Chair, Fine Arts Department. The Board thanked Mr. Like.

Two visitors signed in to address the Board. The first, Mr. Williamson, Crystal Lake, spoke about the watershed with relation to the expansion and preliminary plans for the HWAC facility. The second, Mr. Rechten, Harvard, President of the College's Environmental Club, spoke to the Board about adopting ecologically friendly building plans that could help cut down on energy consumption, while serving as a leader for the rest of the community. Chair Summers thanked both speakers. Trustee Kurtz also thanked Mr. Williamson, and asked for a copy of his comments for the Board to review and discuss. Trustee Glosson also asked Mr. Rechten for a copy of his comments. Both agreed to email their comments to Dr. Packard.

COMMITTEE REPORTS

Board Policy Review - May 7, 2007

Chair Summers, committee chair, reported that Trustees Lowe, Larson, and himself, along with staff, continue to work on streamlining the Board Policy Manual. They are separating the manual into two parts: policy and procedures. Chair Summers handed over the chair responsibilities to Trustee Larson, and stated they are getting closer to completing a new draft for the Board's consideration.

Finance Committee - May 18, 2007

Ms. Miller, committee chair, reported that the Finance Committee met on May 18 to discuss the preliminary budget and also the upcoming audit.

ICCTA REPORT

Trustee Lowe reported on the upcoming June meeting in Chicago and invited Board members to attend the Friday evening banquet and presentation. Trustee Lowe spoke about the four-year degree at William Rainey Harper College, and noted that they have hired a lobbyist to work for them. In answer to his concern over who would pay for them being a four-year institution, Dr. Packard noted that it was his understanding that Harper will not use current funding from the community colleges budget to support the project, nor will they try to do so in the future. Deferential tuition, and businesses in the community, are expected to pay for the four-year program.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Walters, Foundation Liaison, highlighted several items from her report including the ABC Breakfast that had 230 attendees, and 50 people at the preview of the Enron movie. She noted that the Foundation awarded fourteen \$1,000 scholarships, one to each of the fourteen area high schools, and that the endowment's current value is \$2.39 million. Ms. Walters also reported that: (1) the Alumni Association sold flowers and handed out MCC Alumni window clings at graduation; (2) the Alumni Association awarded its first scholarship to two students; (3) two new prints were added to the Portraits in Print collection; (4) the Golf Outing is scheduled for June 18, at the Crystal Lake County Club; and, (5) the Gala is scheduled for November 9, and will be held at Makray Memorial Golf Course in Barrington.

PRESIDENT'S REPORT

President Packard shared information on the following: the College is busy with the Master Plan; the HWAC project is moving forward and he has been consulting with Trustees Larson, Lowe, Attorneys Kerrick and Slutzky, on this project; the architect firm that the Board will be asked to approve later in the evening has a LEED (Leadership in Energy and Environmental Design) architect on staff, and the College will have a clear understanding how to build a LEED facility; reasons for purchasing additional property so that the College doesn't become landlocked; and, the College has an August deadline to respond to the land purchase and needs approval from ICCB and from the City of Crystal Lake. Dr. Packard spoke

about an email from an AQIP Action Team that expressed Ms. Scherman's positive feelings about the book buyback program this semester.

Dr. Normah Salleh-Barone introduced to the Board and those present, the new Dean of Students, Ms. Lesley Frederick.

PRESENTATION

Faculty Salary Schedule Index Matrix, Dr. James Gray, Vice President for Learning and Student Support Services, and Dr. Brian Sager

Dr. Sager provided handouts and discussed: 1) the Initial Placement Matrix; 2) the permanent schedule; and, 3) advance placement and years of experience at the College. Dr. Glosson stated that she would like a copy of the presentation for the Board, and Dr. Sager agreed to provide this. He explained how each lane translates into dollars based on the faculty contract. Trustee Lowe asked if there was an organization chart and if the chart could be provided to the Board. Dr. Packard stated in addition to the 101 full-time faculty, there are also 250 –280 adjunct faculty who also require supervision. Chair Summers thanked Drs. Gray and Sager for their presentation.

COMMUNICATIONS

A. Faculty Report

Dr. Sager stated he will no longer be giving the Faculty Report. There was no report from Ms. Van Sickle, the new president of the Faculty Association.

B. Staff Council Report

No report was given.

C. Student Trustee Report

Chair Summers stated that Ms. Claypool is welcome to attend Committee Meetings. In addition to her written report, Ms. Claypool, Student Trustee reported on the following: (1) the success of Project Graduation where 35 books and 80 food items were collected; (2) collection of 513 books for Africa; and, (3) the Earth Day celebration on campus.

APPROVAL OF CONSENT AGENDA

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 937 - \$1,040,242.54, Board Report #07-78
 - c. Voucher 938 - \$ 225,084.79, Board Report #07-79
- C. Requests to Purchase/Lease
 - a. Land Acquisition, Board Report #07-80
 - b. Emergency Medical Technician (EMT) Training, Board Report #07-81
 - c. Educational Services Agreement with Kushan, LLC, Board Report #07-82
 - d. Educational Services Agreement with the Center for Legal Studies, Board Report #07-83
 - e. Advanced Simulator for Registered Nursing Program, Board Report #07-84
 - f. Contract Training, Board Report #07-85
 - g. Additional Services from Patrick Engineering, Board Report #07-86
- D. Architect Selection for the Health, Wellness, and Athletic Complex, Board Report #07-87
- E. Construction Manager Selection for the Health, Wellness, and Athletic Complex, Board Report #07-88
- F. Agreement with Equity One Development Corporation for Developmental Services for the Health, Wellness, and Athletic Complex, Board Report #07-89
- G. Selection of Bond Advisor, Board Report #07-90
- H. Resolution of Intent to Reimburse from Proposed Debt Certificates, Board Report #07-91
- I. Destruction of Audio Tape Recording of November 17, 2005, Board Meeting, Bd. Rpt. #07-92
- J. Personnel
 - a. Personnel Adjustments for Spring 2007 Transfer and Occupational Courses, Board Report #06-268 Addendum
 - b. Personnel Adjustments for Summer 2007 Transfer and Occupational Courses, Board Report #07-93
 - c. Continuing and Professional Education Personnel Considerations for Summer 2007, Board Report #07-94
 - d. Appointment of Coaching Staff, Board Report #07-95
 - e. Appointment of Replacement Coordinator of Illinois Small Business Development Center, Board Report #07-96
 - f. Appointment of Replacement Director of Workforce Development Support Services, Board Report #07-97
 - g. Appointment of Replacement Secretary, Department Chairs of Mathematics and Sciences, Board Report #07-98
 - h. Request for Retirement, Board Report #07-99
 - i. Salary/Advanced Placement Adjustments, Board Report #07-100

For Information

- A. Final Statement of Votes Cast for April 17, 2007, Consolidated Trustee Election
- B. Contract Training
- C. Rental of Adult Education Off-Campus Space
- D. Resignation

Trustee Glossed asked to remove Item 16.B.b. Board Report 07-78, Voucher #937, from the Consent Agenda. Trustee Lowe made a motion to approve the Consent Agenda minus Item 16.B.b. Trustee Walters seconded the motion. When the roll was called, all were in favor and the motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Trustee Lowe made a motion to approve Board Report #07-78, Voucher 937. Trustee Walters seconded the motion. When the roll was called Trustee Glosson abstained. All others were in favor, and the motion carried.

OPEN FOR BOARD MEMBERS

A. Mission Statement

B. Board Calendar

Trustee Glosson requested an updated list of the Board address list. She noted that the *Northwest Herald* ran a story, "Trustees Approve Nursing Curriculum". She also asked that evaluations be sent back to her, and asked that the evaluation form be emailed again to all trustees. A date for the trustees' annual retreat was then discussed, and Chair Summers stated he is working with Ms. Kopala on this item. Trustee Glosson stated that the celebration for AQIP was great. She then read a mission statement from Richmond College, and quoted their vision, mission and values. Dr. Glosson proposed that we do the same, and asked that this be discussed at the upcoming retreat. She read the College's mission statement. Chair Summers asked that ideas be sent to him and Mrs. Kopala regarding changes to the mission statement.

Trustee Lowe expressed appreciation to the faculty and staff for a very fine graduation. He stated that he heard positive comments from family members during the reception. He also stated that he would like to see more faculty at graduation.

Trustee Kurtz pointed out the great input received from two community members at the beginning of the meeting, and their concerns regarding the environment.

Trustee Kurtz expressed her desire to have a public meeting after the College meets with the City of Crystal Lake on the PUD. Chair Summers stated that we need to educate ourselves as trustees on the environmental concerns and building of the HWAC facility, and Dr. Glosson stated that we want to be a leader in environmental design. Ms. Kurtz noted that there are grants available, and we can be a leader

statewide as well as nationwide. Trustees Lowe and Larson went to Libertyville to look at the Libertyville Sports Complex, and both were very impressed.

Chair Summers stated that Ms. Kopala is being nominated for an ACCT award. He also stated that this is an exciting time for the College, celebrating its 40th Anniversary, building of the HWAC, and acquiring an additional 40 acres for future growth, and noted that we should all be mindful of our stewardship. Dr. Packard spoke about the importance of the trustees' actions, and the positive long term impact for the College and students that will be present well beyond our personal existence here at MCC. He applauded their hard work.

Trustee Lowe reported that he and Ms. Kopala will present a roundtable at the ACCT meeting in September.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

At 9:02 p.m., with no further business, the meeting adjourned.

Mr. George Lowe, Secretary