

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, September 20, 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 (arrived at 7:05 p.m.)
Mrs. Larson
Mr. Lowe
Mr. Summers
Ms. Walters
Ms. Claypool

Absent: Ms. Miller

Attorney Sandra Kerrick was present as legal counsel.

College Mission Statement

Student Trustee Claypool read the Mission Statement.

APPROVAL OF AGENDA

Chair Summers asked for the addition of Facilities Committee Report under Item 8. He then stated that, hearing no objections, the agenda stands approved as amended.

DISPOSITION OF MINUTES: Budget Hearing August 23, 2007
Regular Board Meeting August 23, 2007
Regular Board Meeting August 23, 2007 Closed Session
Special Board Meeting September 5, 2007

Following circulation of the Closed Session minutes, Chair Summers stated that hearing no objections, all minutes are approved as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Collins had signed in to address the Board, and asked that the agenda be revised to include a part for public presentations. She also asked that the HWAC feasibility study and any marketing study be disclosed so that the public can understand better how the Board proposes to use public monies. Trustee

Kurtz asked why the studies can't be released and was told that they contain confidential trade information. Mr. Summers stated that we must do the best we can to serve the public interest, and noted that he continually reexamines himself that he is doing the best for the people of McHenry County.

Helbling Spirit of Commerce Award, Mrs. Sally Selcke, Director, Academy for High Performance

Mrs. Selcke explained the Helbling Spirit of Commerce Award, and introduced the team members who received trophies. Chair Summers congratulated the group for their accomplishments.

NISOD Faculty Winners, Lisha Linder, Instructor of Early Childhood Education/Education, and Mark Arctander, Instructor of Art

Dr. Gray stated that for the past six years the College has nominated faculty members for this award, and that this year there were 12 nominees. He introduced this year's winners, Ms. Linder and Mr. Arctander, who shared their experiences with NISOD. Chair Summers offered congratulations on behalf of the Board.

BOARD COMMITTEE REPORTS

Committee of the Whole – September 17, 2007

Dr. Glosson reported on the September 17, 2007, Committee of the Whole Meeting when the revised HWAC cost and extra expense for LEEDS changes were presented. Updates were provided the Board on Section 4, Labor Productivity and Planning, Section 15, Work Order Priorities/Dispatching, and Section 15, Organization Policies and Procedures, of the Bridger Report. Dr. Glosson stated that Mrs. Larson explained a new Board Policy on Best Management Practices – Groundwater Resources Management. She noted that we have always been doing this, and we will now have a specific, formal policy. Dr. Glosson thanked all who were in Springfield with regard to the College's nursing degree.

Facilities Committee

Mrs. Larson reported that this meeting was a preview of the same information presented to the Board at the Committee of the Whole meeting.

Mr. Summers stated that because there were going to be more than three Board members present at the Crystal Lake Planning and Zoning Commission Hearing on September 19, it was being identified as a

Special Board Meeting.

Mr. Summers noted that there will be a Finance Committee Meeting on October 4, that will be followed by a Special Board Meeting. Ms. Kurtz explained that it is within Illinois law that the Board receive and vote on the audit within a certain amount of time.

ICCTA REPORT

Trustee Summers reported that the quarterly meeting was held last weekend in Urbana, and that Trustee Lowe was also in attendance. Mr. Lowe reported on the Executive Committee meeting he attended and a letter that will be sent to the Governor letting him know that community college students are not pork.

Mr. Summers noted that State organizations will have billboards up for community colleges in general, and that they will be showing up shortly. Mr. Walker was asked to come to the next meeting in Chicago to discuss how to advertise in order to help community colleges move forward.

Dr. Packard stated that the University of Illinois chancellor spoke to the group, and stated that he wants to double the number of students from community colleges accepted at the U of I.

Mr. Lowe gave an update on the Ethics lawsuit and spoke about the need to ask our legislators to override the veto. Mr. Summers stated that several Board members will be in attendance at ACCT next week.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Kurtz deferred to Mr. Like for a report, and mentioned the upcoming Gala on November 9, and the desire to have the student trustee attend. Mr. Like talked about annual sponsorships, MCC Promise, an alumni survey, and the ABC Breakfast on September 26 in the gym. He noted that there will be a reception for the speaker on the evening of September 25. Mr. Like stated that the Foundation Board is working on a social gathering for both Boards some time in October.

PRESIDENT'S REPORT

President Packard explained that on this month's agenda there is a separate voucher for Centegra, that should minimize confusion with Trustee Glosson's ability to vote on vouchers; and that in the Treasurer's Report there is a new account for Home State Bank for the improvement in our Flexible Spending Account process with PayFlex. Dr. Packard continued with his report on the following: (1)

approval on September 7 by the Illinois Department of Financial and Professional Regulations Board of Nursing of the MCC Nursing curriculum; (2) publication of an article written by Mr. Walker as the feature article in the October 2007 issue of Counsel, a National Council for Marketing and Public Relations Journal; (3) a presentation at the McHenry County Curriculum Council on September 19 by Marie Frostman and Sue Maifield about the many programs that can benefit the schools in the district. Dr. Packard reported on the meeting with the Crystal Lake Planning and Zoning Commission where the College's petition was voted down. He stated that our next step is to take the Preliminary PUD to the Crystal Lake City Council.

PRESENTATION

Succession Planning, Ms. Sullivan, Action Team Leader

Ms. Sullivan, action team leader, represented the Succession Planning Action Team and spoke about the activities and accomplishments of the team.

Dr. Glosson expressed appreciation to Dr. Patton for the legacy she is leaving with AQIP.

COMMUNICATIONS

A. Faculty Report

Faculty President Van Sickle reported that things are going very well with the faculty and everyone is very busy. She noted that the spring and summer schedules are completed, and expressed excitement with the NISOD award recipients. Ms. Van Sickle stated that contract negotiations have begun with the clarification of language issues.

B. Staff Council Report

Ms. Kivisto reported that she held her first meeting of the new membership, and that the semester appears to be off to a good start. She spoke about the recent successful MCC Night when there were twenty-five volunteers from faculty and staff, and about Market Day which benefits student scholarships.

C. Student Trustee Report

Ms. Claypool reported that she and the Student Senate held a Meet and Greet and gave away free ice cream. She stated that these are planned to take place once a month. Ms. Claypool noted that she met

with Ms. Johnson and Ms. Frederick regarding student safety, and information on student security will be put in the student handbook.

BOARD POLICY MANUAL REVISION, Board Report #07-156 POSTPONED August 23, 2007

APPROVAL OF NEW INSTRUCTOR OF CRIMINAL JUSTICE POSITION, Board Report #07-179

REVISION OF POSITION AND APPOINTMENT OF COORDINATOR OF EDUCATIONAL OPPORTUNITIES, Board Report #07-180

REORGANIZATION, Board Report #07-181

Chair Summers asked for the grouping of Agenda Items 14, 17, 18, and 19. Ms. Kurtz asked that Item 20, Patrick Engineering Change Order, Board Report #07-182, be voted on separately. Ms. Walters made a motion, seconded by Mrs. Larson to approve Items 14, 17, 18 and 19. Dr. Packard explained that Item 17, Approval of New Instructor of Criminal Justice Position, is being recommended due to significant growth in the Criminal Justice Program. Dr. Gray addressed Item 18, Revision of Position and Appointment of Coordinator of Educational Opportunities, Board Report #07-180, and Item 19, Reorganization, Board Report #07-181. The roll was called and all were in favor. The motion carried.

PATRICK ENGINEERING CHANGE ORDER, Board Report #07-182

A motion for approval of Item 20, Board Report #07-182, was made by Trustee Lowe and seconded by Ms. Walters. Ms. Kurtz stated that she struggles with paying Patrick Engineering, and not knowing where this will end. She noted that she was not here when the Board voted on road improvements. Dr. Packard explained that this Change Order was started in 2006 for getting a PUD to the City of Crystal Lake, and Attorney Kerrick explained that in order to apply for a PUD, the planning department has the authority to tell you that you need to do a traffic study.

Mr. Summers noted that the HWAC project is a monumental project for this College. He stated that overall project management could be an item for a future Committee of the Whole meeting, and asked for a presentation on overall project management, sounding the theme of fiduciary caution. The roll was called, and Trustee Kurtz noted no. All others voted in favor, and the motion carried.

NEW BOARD POLICY, 2.4.6 Best Management Practices-Groundwater Resources Management, Board Report #07-177

Trustee Lowe made a motion to postpone Board Report #07-177, Best Management Practices-Groundwater Resources Management, according to Board Policy. Ms. Walters seconded the motion. The roll was called and all were in favor. The motion carried.

VOUCHER #945 - \$2,145.00, Board Report #07-178

Mr. Lowe made a motion to approve Voucher #945, Board Report #07-178. Mrs. Larson seconded the motion. When the roll was called, Dr. Glosson abstained. All others voted in favor and the motion carried.

APPROVAL OF CONSENT AGENDA

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher #946 - \$1,439,985.55, Board Report #07-183
 - c. Voucher #947 - \$506,862.55, Board Report #07-184
- C. Requests to Purchase
 - a. Contract Training, Board Report #07-185
 - b. Multi-Purpose Room Lighting Replacement, Board Report #07-186
 - c. Additional Internet Bandwidth, Board Report #07-187
 - d. Student Planners, Board Report #07-188
 - e. Graphics Tablet for Digital Media, Board Report #07-189
 - f. Renewal of Autodesk Design Institute (ADI) Class Pack License, Board Report #07-190
 - g. Cafeteria Tables and Stools, Board Report #07-191
- D. Certificate in Warehousing and Distribution, Board Report #07-192
- E. Academic Calendar for 2008-2009, Board Report #07-193
- F. Destruction of Audio Tape Recording of March 13, 2006, Special Board Meeting, Board Report #07-194
- G. Personnel
 - a. Personnel Adjustments for Spring 2006 Transfer and Occupational Courses, Board Report, Board Report #06-14 Addendum
 - b. Personnel Adjustments for Spring 2007 Transfer and Occupational Courses, Board Report, Board Report #06-268 Addendum
 - c. Personnel Adjustments for Summer 2007 Transfer and Occupational Courses, Board Report #07-93 Addendum
 - d. Personnel Adjustments for Fall 2007 Transfer and Occupational Courses, Board Report #07-171 Addendum
 - e. Continuing and Professional Education Personnel Considerations for Fall 2007, Board Report #07-172 Addendum
 - f. Adult Education Personnel Considerations for Fall 2007, Board Report #07-195
 - g. Appointment of Replacement Web Content Developer, Board Report #07-196
 - h. Retirement, Board Report #07-197

- i. Retirement, Board Report #07-198
- j. Salary/Advanced Placement Adjustments, Board Report #07-199

Mr. Lowe made a motion to approve the Consent Agenda. Ms. Walters seconded. The roll was called and all were in favor. The motion carried.

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Ms. Kurtz asked about items from the Executive Summary and Mr. McDonald offered clarification.

INFORMATION REPORT

- A. Resignation
- B. Resignation
- C. Internal Revenue Service Examination
- D. Services from City of Crystal Lake
- E. Chargeback and Joint Agreement Summary Report for Fiscal Year 2007
- F. Renewal of Educational Services Agreement with Eagle Training Services, Inc.

Dr. Packard spoke about the Information Reports.

OPEN FOR BOARD MEMBERS

Mr. Lowe extended wishes to Dr. Patton and stated how much she will be missed. Ms. Walters thanked Dr. Patton and noted how she has seen her grow in the College.

Ms. Walters pointed out that ICCB released the Economic Impact Study of community colleges which finds that more than 80% of employers have hired a community college student. She noted that one of the biggest benefits is that community college students stay in Illinois after they graduate.

Ms. Kurtz informed the Board that she and Mrs. Larson were invited to do a presentation providing an overview of the HWAC project.

Trustee Summers spoke about how monumental it is to have the Nursing Program approved.

Mr. Summers expressed appreciation to Dr. Patton for her contributions to MCC.


CLOSED SESSION

Ms. Walters made a motion to move into Closed Session for discussion of the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Mr. Lowe seconded the motion. The roll was called and all were in favor. The motion carried.

Mr. Lowe made a motion to move out of Closed Session and Dr. Glosson seconded the motion. The roll was called and all were in favor. The motion carried.

ADJOURNMENT

At 9:40 p.m., with no further business, the meeting adjourned.

A handwritten signature in cursive script that reads "George Lowe". The signature is written in black ink and is positioned centrally on the page.

Mr. George Lowe, Secretary