

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, December 20, 2007, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7 p.m. When Secretary Larson called the roll, the following were present:

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

Attorney Sandra Kerrick was present as legal counsel.

College Mission Statement

Student Trustee Claypool read the Mission Statement.

APPROVAL OF AGENDA

Mr. Lowe removed Item 15., L. p., Board Report #07-289, and Trustee Kurtz removed Item 15., D., Board Report #07-267 from the consent Agenda. The agenda was approved as amended.

APPROVAL OF MINUTES: Tax Levy Public Hearing November 15, 2007
Regular Board Meeting November 15, 2007
Regular Board Meeting November 15, 2007, Closed Session

Following circulation of the Closed Session minutes, Mr. Lowe, stated hearing no objections all minutes are approved as presented. Mr. Summers stated he has not seen the empirical report of FOIA requests that he requested.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

The following individual(s) signed in and addressed the Board: Ms. Rosemary Kurtz.

BOARD COMMITTEE REPORTS

Committee of the Whole –December 17, 2007

Trustee Glosson reported on the highlights on the Committee of the Whole Meeting. There was discussion about the meeting minutes, the HWAC project, the revised MOU with the Friends of MCC Foundation, public participation improvements, and the potential purchase of the Gilger property.

Mr. Summers made a motion that the contract with Mr. Heitman be nullified and to table the HWAC project. Ms. Kurtz seconded the motion. Attorney Kerrick stated that the contract and HWAC project are not on the agenda. A roll was called by Trustee Larson. Trustees Larson, Lowe, Miller, Walters, and Student Trustee Claypool and voted no. Trustees Glosson, Kurtz, Summers, voted in favor of the motion. The motion did not carry and was voted down, no action was taken.

ICCTA REPORT

Mr. Lowe reported that the next meeting will be held in Washington, D.C., February 11-13, 2008.

FRIENDS OF MCC FOUNDATION REPORT

Ms. Miller reported on the Gala earning a profit of \$28,312. Mr. Like commented that financials are up from the same time last year due to one \$150,000 estate gift, that the Heritage Society is up and running, and commented about a \$15,000 gift for the Nursing Program. Ms. Kurtz thanked Mr. LeCoque for his work on the MCC Promise.

Mr. Lowe stated he was disappointed that donors are willing to withdraw support to the Nursing Program and needy students because they don't like the issue of building the HWAC facility. Mrs. Larson stated that the Foundation is currently doing a feasibility study regarding the MCC Promise.

PRESIDENT'S REPORT

President Packard reported on the following: (1) Graduation was held on December 7 with 90 students; (2) a former student of the College recently honored at the Accounting Teachers Conference; (3) the University Center received a \$19,500 grant award from the Illinois Violence Prevention Authority; (4) Special Needs Department installed Sorenson videophone equipment for deaf and hard of hearing students to communicate to long distance non-deaf users; (5) Testing Center will start offering pre-testing exams for the first Nursing classes; (6) the Lady Scots Volleyball Team participated in the NJCAA Tournament and took 11th place and two players named All American; (7) one of our baseball students was awarded a scholarship to play at a four-year college.

PRESENTATIONS

A. General Education Assessment, Ms. Kathy Chamberlain

Dr. Sager introduced Ms. Chamberlain. She discussed the College's General Education goals and her team's visit with Alverno College asking their support on how to improve the goals. She shared the

revised goals with the Board. Dr. Glosson offered her congratulations.

B. Textbook Update, Ms. Elisabeth Sherwood and Ms. Cathie Scherman

Ms. Plinske introduced Ms. Sherwood and Ms. Scherman. They provided handouts on the overview of the Action Team's recommendations. Ms. Sherwood reported on the very effective changes put into place in Fall 2007 in lowering costs of textbooks and the faculty's participation in the program. Ms. Sherwood reported that over used 1,000 books were bought back.

COMMUNICATIONS

A. Faculty Report

Faculty Association Secretary, Ms. Beverly Dow was speaking on behalf of Ms. Van Sickle. The Faculty has started planning for next semester and started assessment for next fall.

B. Staff Council Report

Staff Council President Kivisto spoke about student Ms. Jennifer Waldack being chosen for a \$400 scholarship and read a brief "thank you" from the student. The Staff Council adopted a mission and vision statement, which was shared with the Board. Ms. Kivisto also congratulated Pat Kriegermeier on her recent promotion to Administrative Assistant to the President/Board Liaison and stated she will be missed as Secretary for the Staff Council.

C. Student Trustee Report

Ms. Claypool reported on the October "Meet and Greet," a recent student survey about safety, and discussed some of the students' concerns. She commented about attending the ICCB Student Advisory Meeting. She also shared that students collected hats and mittens for Turning Point, that the Black Student Union did a coat drive for the Home of the Sparrow, and that Phi Theta Kappa started a food drive for Turning Point.

VOUCHER #955, Board Report #07-258

Mrs. Larson made a motion to approve Voucher #955, Board Report #07-258. Ms. Walters 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 956 - \$869,078.18, Board Report #07-259

- c. Voucher 957 - \$349,474.24, Board Report #07-260
- C. Requests to Purchase
 - a. Contract Training, Board Report #07-261
 - b. Automotive Wheel Alignment System, Board Report #07-262
 - c. President's Reception Banquet Services, Board Report #07-263
 - d. ALEKS Remediation Codes, Board Report #07-264
 - e. Renewal of Adobe Software License and Maintenance Agreement, Bd. Rpt. #07-265
 - f. Legato Backup Recovery, Board Report #07-266
- D. Approval of Payment for Legal Services from the Law Firms of Robbins, Schwartz, Nicholas, Lifton and Taylor, and Caldwell, Berner and Caldwell, Bd. Rpt. #07-267
- E. Approval of Revised Memorandum of Understanding with McHenry County College and the Friends of MCC Foundation, Board Report #07-268
- F. Laboratory, Computer Usage, and Technology Fees for 2008-2009, Bd. Rpt. #07-269
- G. Minimum Qualifications for Full-Time Faculty 2008-2009 Update, Bd. Rpt. #07-270
- H. 2008-2009 Master Seniority List for Tenured Full-Time Faculty, Board Report #07-271
- I. Update to Joint Agreement with William Rainey Harper College, Board Report #07-272
- J. Review of Closed Session Minutes, Board Report #07-273
- K. Destruction of Audio Tape Recordings of the June 15, 2006, Committee of the Whole Meeting, Board Report #07-274
- L. Personnel
 - a. Personnel Adjustments for Fall 2007 Transfer and Occupational Courses, Board Report #07-171 Addendum
 - b. Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Board Report #07-275
 - c. Appointment of Coaching Staff, Board Report #07-276
 - d. Appointment of New Instructor of Nursing/Lab, Board Report #07-277
 - e. Appointment of New Instructor of Criminal Justice, Board Report #07-278
 - f. Appointment of Replacement Administrative Assistant to the President/Board Liaison, Board Report #07-279
 - g. Appointment of Replacement Instructor of Journalism/English, Bd. Rpt. #07-280
 - h. Appointment of Replacement Secretary of the Dean of Students, Bd. Rpt. #07-281
 - i. Appointment of Replacement Student Development Advisor, Bd. Rpt. #07-282
 - j. Appointment of Temporary Instructor of Health Care – Nursing, Bd. Rpt. #07-283
 - k. Appointment of Temporary Instructor of Mathematics, Board Report #07-284
 - l. Appointment of Replacement Director of Marketing and Public Relations, Board Report #07-285
 - m. Request for Change in Retirement Date, Board Report #07-286
 - n. Sponsored Leave Recommendations, Board Report #07-287
 - o. Salary/Advanced Placement Adjustments, Board Report #07-288
 - p. Rescission of Action on Board Report #07-254, Board Report #07-289

Mrs. Larson made a motion to approve the Consent Agenda as amended with the removal of Item 15., D.,

Board Report #07-267 and Item 15., [L., p., Board Report #07-289. Ms. Walters seconded the motion.

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

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Ms. Kurtz removed Item 15., D., Board Report #07-267 from the Consent Agenda stating she wants to review invoices over the last 12 months and understand costs for our legal services. Mr. Summers suggested doing an RFQ for legal services at the next Committee of the Whole Meeting. Discussion followed. Dr. Ally stated that invoices are paid through the budget year, not the appointment year. Ms.

Walters made a motion to approve Item 15., D. Mrs. Larson seconded the motion. The roll was called and all were in favor. The motion carried.

INFORMATION REPORTS

- A. Resignation
- B. Resignation

OPEN FOR BOARD MEMBERS

Dr. Glosson requested agenda items to her by January 14 for the Committee of the Whole Meeting on January 21. Discussion followed regarding agenda items for the January 21 and January 28, Committee of the Whole Meetings. Ms. Walters requested the Board enforce the three (3) minute rule for speakers at Board meetings. There was a short break at 8:30 p.m. before going into Closed Session.

CLOSED SESSION

Ms. Walters made a motion to move into Closed Session to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Mrs. Larson seconded the motion. The roll was called and all were in favor. The motion carried.

Ms. Walters made a motion to move out of Closed Session. Mrs. Larson seconded the motion. Roll was called, all were in favor and the motion carried.

Ms. Walters made a motion to approve Item 15., L. p. under Personnel, Board Report #07-289. Mrs. Larson seconded the motion. The roll was called and all were in favor. The motion carried.

ADJOURNMENT

At 9:55 p.m., with no further business, the meeting adjourned.

Mrs. Carol Larson, Secretary