

Minutes
Regular Board Meeting
March 26, 2009

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, March 26, 2009 in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:03 p.m. Trustee Miller called the roll in Dr. Glosson's absence and the following were present:

Mr. Summers
Ms. Walters
Ms. Kurtz
Ms. Miller
Mr. Lowe

Chair Lowe asked for a motion to allow Trustee Larson and Student Trustee Kendzie to participate telephonically. Trustee Walters moved to allow Trustee Larson and Student Trustee Kendzie to participate by telephone; Trustee Kurtz seconded the motion. Both Trustee Larson and Student Trustee Kendzie confirmed that the conversation will be kept confidential. The roll was called and the following Trustees voted in favor:

Mr. Summers
Ms. Walters
Ms. Kurtz
Ms. Miller
Mr. Lowe

The motion carried. The roll was called again, including those participating by telephone and the following were present:

Mr. Summers
Ms. Walters
Ms. Kurtz
Ms. Miller
Ms. Larson
Mr. Kendzie
Mr. Lowe

Dr. Glosson was absent at roll call and arrived at 7:19 p.m. Attorney Sandra Kerrick was present as legal counsel.

Mr. Kendzie read the mission statement.

ACCEPTANCE OF AGENDA

Chair Lowe asked for changes to the agenda. The agenda, which had been revised on March 24, was accepted as presented.

ACCEPTANCE OF MINUTES: Special Board Meeting, February 18, 2009
Special Board Meeting, February 23, 2009
Special Board Meeting, February 23, 2009, Closed Session
Regular Board Meeting, February 26, 2009
Regular Board Meeting, February 26, 2009, Closed Session

All minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

BOARD COMMITTEE REPORTS

Committee of the Whole – March 23, 2009

Vice Chair Miller reported on the Committee of the Whole meeting.

ICCTA REPORT

Mr. Lowe congratulated Mr. Kendzie on his success in opposing a shell bill.

FRIENDS OF MCC FOUNDATION REPORT

Dr. Sager presented the Foundation report and reported that Mr. Todd McDonald will provide interim leadership for the Foundation. Ms. Kurtz was pleased to announce that Ms. Coates made a presentation on the MCC Promise at Ms. Kurtz' chamber group, and urged her fellow Trustees to request that Ms. Coates present at other local functions.

PRESIDENT'S REPORT

Dr. Sager welcomed Ms. Angelina Castillo, new Assistant Vice President of Human Resources. Dr. Sager spoke about the upcoming Community Engagement Session to be held on Tuesday, March 31. He noted changes made to this month's agenda: there is a new numbering system, and the Treasurer's Report will now be presented as a Board Report to be approved. Dr. Sager advised that a number of personnel appointments are anticipated for the April meeting, as a result of retirements. All personnel items will

contain job descriptions and additional information. Ms. Larson thanked Dr. Sager for the additional information. Dr. Sager also advised that Administrative Salary recommendations will be on the April agenda, as part of the routine budget process. Dr. Sager announced the winners of this year's Staff Recognition Awards: Ms. Amy Carzoli for the Professional staff and Ms. Laura Link for the Classified staff. Dr. Sager provided a brief update on the MCC Promise program and added that last year at this time, a total of 610 applications had been received; in contrast, 1,448 applications have been received as of today's date. Dr. Sager further stated that 487 high school applications were received at this time last year, compared to 1,198 high school applications to date. One hundred twenty-three adult application were received at this time last year, compared to 250 applications received this year to date. The Trustees thanked Dr. Sager and the staff for their hard work. Dr. Sager indicated that going forward, a quarterly report will be prepared to address Requests from Trustees.

COMMUNICATIONS

A. Faculty Report

Dr. Dow presented the Faculty report, speaking about faculty searches currently progressing well. Dr. Dow announced that Mr. Jay Geller has been selected as the ICCTA Faculty Member of the Year. Founding Faculty Scholarships have been awarded to students Carl Rice, Colleen Edwards, and Kimberly Steffen. Dr. Sager added that in addition to his faculty duties, Mr. Geller is currently serving as Interim Executive Dean of Humanities.

B. Staff Council Report

There was no Staff Council Report.

C. Student Trustee Report

Student Trustee Kendzie spoke about the ICCB Student Advisory Committee meetings held in Oak Brook in March, where he received one of the two Outstanding Leader recognition awards. He plans an April 22 action forum on textbook costs. He will also work with Student Senate and the Office of Institutional Research and Planning to survey students regarding MCC email accounts.

VOUCHER #1000, \$60.00, Board Report #09-50

Dr. Glosson declared a conflict of interest, recused herself from the vote, and left the room. Ms. Walters moved to approve Board Report #09-50 and Ms. Larson seconded the motion. There was no discussion.

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

APPROVAL OF CONSENT AGENDA

A motion was made by Trustee Walters to approve the consent agenda. Trustee Kurtz seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried.

For Approval

- A. Executive Summary, Board Report #09-51
- B. Financial Statements
 - 1. Treasurer's Report, Board Report #09-52
 - 2. Voucher #1001 - \$1,512,723.53, Board Report #09-53
 - 3. Voucher #1002 - \$329,169.10, Board Report #09-54
- C. Requests to Purchase
 - 1. Bottomline Technologies Annual License and Software Support Agreement, Board Report #09-55
 - 2. Research Library Database (ProQuest), Board Report #09-56
 - 3. Digital Media Software License, Board Report #09-57
 - 4. Windows Compatible & Apple Computers (Purchase Financed through Lease), Bd. Rpt. #09-58
 - 5. Contract Training, Board Report #09-59
 - 6. ALEKS Remediation Software Codes, Board Report #09-60
 - 7. Illinois Community College Trustee Association Dues, Board Report #09-61
 - 8. ACT WorkKeys License and Scoring Agreement, Board Report #09-62
 - 9. Server Replacement Hardware, Board Report #09-63
 - 10. Virtual Servers for Ad Astra, Board Report #09-64
 - 11. Virtual Server, Board Report #09-65
 - 12. Greenhouse Roof Repairs, Board Report #09-66
 - 13. Classroom Furniture, Board Report #09-67
- D. Destruction of Audio Tape Recording of the Closed Session of the August 23, 2007 Regular Board Meeting, Board Report #09-68
- E. ICCTA Faculty of the Year Award, Board Report #09-69
- F. Personnel
 - 1. Personnel Adjustments for Spring 2009 Transfer and Occupational Courses, Board Report #08-260, Addendum
 - 2. Appointment of Replacement Coordinator of Adult Education and Literacy Supportive Services, Board Report #09-70
 - 3. Request for Retirement, Board Report #09-71

FOR INFORMATION

- A. Resignation
- B. Snow Removal and Ice Control
- C. ICCTA Paul Simon Student Essay Contest
- D. ERP Project Update

DESIGNATION OF BOARD ATTORNEY

Ms. Walters requested that this item be handled in a Closed Session.

CLOSED SESSION

Ms. Kurtz 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.* Trustee Walters seconded the motion. There was no discussion.

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

Trustee Kurtz moved to come out of Closed Session and Trustee Walters seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried. Closed Session ended at 10:25 p.m.

Trustee Walters made a motion to approve a one year contract with Robbins, Schwartz, Nicholas, Lifton and Taylor, Ltd., and to work with Ms. Kerrick of Caldwell, Berner and Caldwell at the discretion of Joe Perkoski to finish projects currently in progress. The motion was seconded. The roll was called; Trustee Summers voted against and all other Trustees present voted in favor. The motion carried.

DISCUSSION OF INTERIM PRESIDENT SEARCH PROCESS

Dr. Sager explained that the Board of Trustees will embark on the search process. Dr. Plinske's recent doctoral dissertation provides recent research and data related to this process, and excerpts from the dissertation were distributed to the Trustees. Dr. Sager also provided a handout detailing the search timeline.

OPEN FOR BOARD MEMBERS

Ms. Kurtz inquired about the ERP project update; Dr. Plinske addressed her questions. Dr. Sager expressed pride in the work colleagues have done on the ERP project. He also acknowledged that the ERP process was not just an opportunity to upgrade our technical capacity, but an opportunity to evaluate our processes and effect internal changes. Mr. Lowe expressed appreciation to employees for the work

done. Discussion ensued regarding the search for an Interim and a permanent President. Dr. Sager answered questions and received comments from the Trustees. Ms. Kurtz requested that a key person be identified from the Board of Trustees; Ms. Larson asked that two key people be identified. After a brief discussion, Ms. Miller and Mr. Summers offered to serve in these positions.

Ms. Walters recommended that an agenda item, Open for Board Members, be placed after Open for Recognition of Visitors so that the Board may answer constituents earlier in the meeting. Dr. Sager asked for clarification. As an outcome of this discussion, Summary Comments by Board Members will be placed near the end of the agenda. In addition, under Communication, item D., Trustee Reports, will be added.

Chair Lowe called for a recess at 8:49 p.m., after which the Board will go into Closed Session.

FUTURE AGENDA ITEMS

Trustee Walters indicated she would forward a list of items to Pat, for distribution to the Board. Trustee Kurtz asked whether it might be more appropriate to rename the President's Reception MCC Service Awards Reception, reflecting the honoring of service by employees. Trustee Kurtz requested, from a security standpoint, that employees be required to wear name badges whenever they are in the building. Dr. Sager will follow up on this request. Chair Lowe inquired about signage to direct visitors to Board meetings; Dr. Sager will follow up. Ms. Miller thanked Dr. Glosson for her six years of service on the Board; the Trustees added their appreciation as well.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 10:42 p.m.

Patricia Kriegermeier, Recording Secretary

Dr. Frances Glosson, Board Secretary