

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Tuesday, June 24, 2008, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:16 p.m. When Acting Secretary Larson called the roll, the following were present:

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

Trustee Miller participated by telephone. Trustee Glosson was absent. Attorney Sandra Kerrick was present as legal counsel.

COLLEGE MISSION STATEMENT

Student Trustee Kendzie read the Mission Statement.

ACCEPTANCE OF AGENDA

Hearing no objections, Chair Lowe stated that the agenda was accepted as presented.

After the agenda was accepted, the Board presented a plaque to Dr. Plinske in honor of the recent Ed.D. degree she earned.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, May 22, 2008 and Closed Session, May 22, 2008 were accepted. Corrections were made to the April 24, 2008 Organizational Minutes.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

The June meeting of the Committee of the Whole was held from 6:00 p.m. to 7:00 p.m. Representatives from Sikich presented a plan for the FY 2009 audit and answered questions from the Board.

ICCTA REPORT

Mr. Lowe reported that it was a quiet month with nothing to report.

FRIENDS OF MCC FOUNDATION REPORT

Dr. Packard presented an overview of the Foundation report. The June golf outing raised over \$40,000. The Promise Committee continues to work and is making significant progress; committee members are currently attending a meeting in Michigan. The search for a new Executive Director is progressing well; the Search Committee is hoping to interview candidates in July.

PRESIDENT'S REPORT

Dr. Packard reported that this year's GED graduation featured 27 graduates and two Next Step scholarships were awarded. The Grants Office and the Automotive Department have secured a \$10,500 grant from the Illinois Board of Higher Education cooperative work study program which allows MCC to match funds from two local automobile dealers to provide paid internship opportunities for students. In an effort to improve accounting for capital assets, a two-week appraisal and inventory process has begun this week to inventory and tag all assets \$2,500 and greater. Assets under that amount will be added to a database. A kickoff meeting was held to launch the ERP system project. Dr. Plinske, Ms. Jabusch and Mr. McDonald will head the ERP implementation team. Dr. Packard introduced Ms. Jabusch, Assistant Vice President of Information Technology and explained that she has just completed a similar ERP project at Spoon River College.

PRESENTATIONS

Mr. Batson introduced representatives from Campus Management Corporation, who thanked the Board of Trustees for the ERP contract award.

Dr. Plinske provided a brief overview of the Pandemic Influenza Plan. The College received a grant from the McHenry County Department of Health to develop a plan. A Continuous Action team worked to develop the original plan and ensured that each college department has a business continuity plan in place. Dr. Plinske outlined procedures that would be put in place at each of six trigger points if an influenza pandemic were to occur.

COMMUNICATIONS

A. Faculty Report

Dr. Todd Culp, Vice President of the Faculty Association, presented the report in Ms. Van Sickle's absence. One grievance is ongoing and has not yet reached a resolution. He provided an update on full-time faculty negotiations.

B. Staff Council Report

There was no report from Staff Council.

C. Student Trustee Report

Student Trustee Kendzie attended the ICCTA Student Leadership Institute. Student Senate met to discuss next year's plans. The position of Student Trustee will be a formal position in the student government. Speech team member Branden Dunlap received a bronze medal at the Forensics tournament held at College of DuPage.

VOUCHER 973 and 974, BOARD REPORT #08-123

These items were placed with the consent agenda.

APPROVAL OF CONSENT AGENDA

Chair Lowe asked if there were any items to be removed for consideration. After discussion, Trustee Larson moved that the consent agenda be accepted with items B.b., C.a, F., G., L.e, L.f., and L.g. removed, and Trustee Walters seconded the motion. There was no discussion; the roll was called and all present were in favor. The motion carried.

For Approval

For Approval

- A. Executive Summary
- B. Financial Statements
 - a. Treasurer's Report
 - b. Voucher 975 - \$1,303,140.88, Board Report #08-125
 - c. Voucher 976 - \$996,896.74, Board Report #08-126
- C. Requests to Purchase/Lease
 - a. Library Books, Cataloging Records and Processing Supplies, Board Report #08-127
 - b. Services from Illinois Library Information Network & Online Computer Library Ctr., Bd. Rpt. #08-128
 - c. Library Database Subscription Renewals, Board Report #08-129
 - d. Online Database Services, Board Report #08-130
 - e. Telecourse Enrollment Fees and Course License Fee, Board Report #08-131

- f. Network Server Expansion for ERP Development Environment, Board Report #08-132
- g. Contract Training, Board Report #08-133
- h. Printing of MCC Annual Report, Board Report #08-134
- i. Property, Casualty and Worker's Compensation Insurance, Board Report #08-135
- j. Fire Alarm and Clock Systems Service Contract, Board Report #08-136
- D. Renewal of Treasurer's Bond, Board Report #08-137
- E. Renewal of Resolution for Prevailing Wage, Board Report #08-138
- F. New Board Policy – 2.7, Maintaining a Healthy College Environment, Board Report #08-140
- G. Approval of Payment for Legal Services, Board Report #08-141
- H. Children's Learning Center Fee Increases, Board Report #08-142
- I. Fiscal Year 2010 RAMP, Board Report #08-143
- J. Joint Educational Agreements Update, Board Report #08-144
- K. Review of Closed Session Minutes, Board Report #08-145
- L. Personnel
 - a. Personnel Adjustments for Spring 2008 Transfer and Occupational Courses, Board Report #07-275 Addendum
 - b. Personnel Adjustments for Summer 2008 Transfer and Occupational Courses, Board Report #08-115 Addendum
 - c. Continuing and Professional Education Personnel Considerations for Summer 2008, Board Report #08-114 Addendum
 - d. Adult Education Personnel Considerations for Summer 2008, Board Report #08-146
 - e. Appointment of Replacement Assistant Bursar, Board Report #08-147
 - f. Appointment of Replacement Financial Aid and Scholarship Specialist, Board Report #08-148
 - g. Appointment of Replacement Lead Campus Safety & Security Officer/Nights, Board Report #08-149
 - h. Appointment of Replacement Student Development Advisor, Board Report #08-150
 - i. Request for Retirement, Board Report #08-151
 - j. Request for Retirement, Board Report #08-152
 - k. Request for Retirement, Board Report #08-153
 - l. Request for Retirement, Board Report #08-154
 - m. Request for Retirement, Board Report #08-155
 - n. Request for Retirement, Board Report #08-156
 - o. Salary/Advanced Placement Adjustments, Board Report #08-157

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

After discussion of the items removed from the Consent Agenda, Trustee Kurtz moved that B.b., C.a, F.,

G., L.e, L.f., and L.g. be approved and Trustee Larson seconded the motion. There was no discussion.

The roll was called, and all were in favor. The motion carried. Board Report #08-140, New Board Policy

– 2.7, Maintaining a Healthy College Environment, will be held for the July Board Meeting.

18. FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Interim Assignment
- D. Transfer Partnership Agreement with Indiana University
- E. Contract Training
- F. ERP Project Status Update

OPEN FOR BOARD MEMBERS

Ms. Kurtz posed questions about the College website. Ms. Walters requested an update at a future Board Meeting on the time card process.

CLOSED SESSION

At 9:18 p.m., Trustee Larson made a motion to go into Closed Session to discuss collective negotiating matters, security procedures, and litigation. Trustee Walters seconded the motion. The roll was called; Trustee Summers voted no and all others voted in favor. The motion carried.

At 10:50 p.m., Trustee Kurtz made a motion to come out of Closed Session and Trustee Walters seconded the motion. The roll was called and all present were in favor. Closed Session ended at 10:50 p.m.

OPEN MEETINGS ACT LITIGATION

Trustee Walters made a motion to approve the order set before the Board of Trustees as an order to be submitted to the State's Attorney office for his consideration, and if approved by him, directed to file the order with the court for entry. Trustee Larson seconded the motion. The roll was called and all were in favor. The motion carried.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 10:55 p.m.

Patricia Kriegermeier, Recording Secretary to the Board Frances Glosson, Board Secretary