

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, July 24, 2008, in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:02 p.m. When Secretary Glosson called the roll, the following were present:

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

Attorney Sandra Kerrick was present as legal counsel.

COLLEGE MISSION STATEMENT

Student Trustee Kendzie read the Mission Statement.

ACCEPTANCE OF AGENDA

Chair Lowe asked for changes in the agenda. Hearing none, the agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, June 24, 2008 and Closed Session, June 24, 2008 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Ms. Miller reported on the July 21, 2008 meeting of the Committee of the Whole.

ICCTA REPORT

Mr. Lowe reported that no meeting had been held; there was nothing to report.

### FRIENDS OF MCC FOUNDATION REPORT

President Packard noted that there were new Foundation Board members – Sandra Pierce and Roger Brown replace James Spann and Paul Liebman, who have resigned. For 2009, the slate of officers includes President, Bob Cormier, Jr.; President-Elect, John Rung; Treasurer, John Kane; Secretary, Bill Brennan; and Past President, Ken Schmidt. The MCC Promise program is making excellent progress. Over \$40,000 was raised at the golf outing. The ABC Breakfast on September 17, 2008 will feature Tierney Cahill, teacher and Democratic Congressional candidate, speaking on Living without Fear. The Search Committee is nearing the completion of the search process for the new Executive Director, and Dr. Packard hopes to share that news with the Board at the August Board meeting.

### PRESIDENT'S REPORT

Dr. Packard reported that as a follow-up from the July Committee of the Whole meeting, Trustees will find at their places an updated ERP project charter which incorporates Trustee Kurtz's suggestions as well as an updated Trustee Request list. MCC recently joined the Illinois Sustainable University Compact and has committed to two efforts: using nontoxic cleaning products where possible and incorporating swales into campus landscaping for storm water management. The Higher Learning Commission continues to recognize the talents and expertise held by our staff in accreditation. Dr. Ally and Dr. Plinske have acted as peer reviewers and have been invited to assume leadership roles. Dr. Ally will serve as a Team Chair for accreditation visits, and Dr. Plinske will serve on the AQIP Review Panel for reaffirmation of accreditation. Richard Clute, Dean of Adult Education and Workforce Services, has been appointed to a two year term on the Illinois Adult and Continuing Educators Association, in Region 2. The brochure for the nursing program was just printed, and was 100% grant funded. Ms. Maifield reported that those receiving the brochure have responded very positively.

### PRESENTATIONS

For the seventh year in a row, Dr. Packard presented a plaque to Dr. Ally from the Government Finance Officers Association for their Certificate of Achievement for Excellence in Financial Reporting.

COMMUNICATIONS

A. Faculty Report

Dr. Dow presented the Faculty Association report. Six new faculty members are being welcomed this year. Dr. Dow also outlined the educational experience that the twenty-eight students in the first nursing cohort will receive.

B. Staff Council Report

Ms. Kivisto presented the Staff Council report. The Staff Council Scholarship was awarded to Ashley Karcziuk. The League of Women Voters has contacted the Staff Council to collaborate on a Constitutional Convention workshop. Donations are being accepted for the Fall Book Sale. All proceeds from the sale benefit student scholarships.

C. Student Trustee Report

Student Trustee Kendzie reported that the Student Senate met to discuss activities and events for the upcoming academic year.

VOUCHER 977, BOARD REPORT #08-158

Dr. Glosson excused herself from the meeting due to a conflict of interest. Trustee Walters made a motion to approve Voucher 977; Trustee Larson seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

APPROVAL OF CONSENT AGENDA

Chair Lowe asked if there were any items to be removed for consideration. After discussion, Trustee Miller made a motion to approve the consent agenda and Trustee Walters seconded the motion. There was no discussion; the roll was called and all were in favor. The motion carried.

**For Approval**

- A. Financial Statements
  - a. Treasurer's Report
  - b. Voucher #978 - \$1,276,507.52 Board Report #08-159
  - c. Voucher #979 - \$386,408.77, Board Report #08-160
- B. Requests to Purchase
  - a. Printing of Continuing Education Non-Credit Schedule, Bd. Rpt. #08-161
  - b. Athletic Insurance, Board Report #08-162
  - c. Athletic Trainer Services Agreement, Board Report #08-163
  - d. Altiris Software Suite License Renewal, Board Report #08-164

- e. Custodial Supplies, Board Report #08-165
- f. Contract Training, Board Report #08-166
- g. Network Server Expansion for ERP Data Conversion, Board Report #08-167
- h. NuVentive Software License Agreement Renewal, Board Report #08-168
- i. Gale Group, Inc. Reference Content, Board Report #08-169
- j. Renewal of Third Party Administrator for FSA Program, Board Report #08-170
- k. Public Radio Advertising, Board Report #08-171
- C. Fiscal Year 2009 Proposed Budget for Public Display, Board Report #08-172
- D. Approval of Intergovernmental Agreement with the McHenry County Conservation District, Board Report #08-173
- E. New Board Policy – 2.7, Maintaining a Healthy College Environment, Board Report #08-140, POSTPONED 6/24/08
- F. Personnel
  - a. Personnel Adjustments for Summer 2008 Transfer and Occupational Courses, Board Report #08-115 Addendum
  - b. Sponsored Leave Recommendation for Spring 2009, Board Report #08-174
  - c. Request for Cancellation of Sponsored Leave, Board Report #08-175
  - d. Appointment of Coaching Staff, Board Report #08-176
  - e. Appointment of New Instructor of English, Board Report #08-177
  - f. Appointment of Replacement Instructor of Art/Two Dimensional Studio Art, Bd. Rpt. #08-178
  - g. Appointment of Replacement Instructor of Art History/Art Appreciation, Bd. Rpt. #08-179
  - h. Appointment of Replacement Textbook Buyer, Board Report #08-180
  - i. Appointment of Replacement Coordinator of Insurance, Board Report #08-181
  - j. Appointment of Temporary Replacement Director of Workforce Development Support Services, Board Report #08-182
  - k. Temporary Revision of Database Administrator Position, Board Report #08-183
  - l. Salary/Advanced Placement Adjustments, Board Report #08-184

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

There were no items removed from the Consent Agenda.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. Resignation
- D. Resignation
- E. Transfer Partnership Agreement with Western Illinois University
- F. College Behavioral Intervention Team
- G. ERP Progress Report
- H. Revised Student Code of Conduct and Disciplinary Procedures
- I. User Testing and Data Collection for College Website Re-Design
- J. Student Thank You Letters to Scholarship Donors
- K. Hand Sanitizers
- L. Caution Sign

OPEN FOR BOARD MEMBERS

Former Student Trustee Katie Claypool attended the meeting and was welcomed by the Board.

FUTURE AGENDA ITEMS

No future agenda items were presented.

CLOSED SESSION

At 7:43 p.m., Trustee Miller made a motion to go into Closed Session to discuss 2. 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. Trustee Walters seconded the motion. The roll was called and all were in favor. The motion carried.

At 9:14 p.m., Trustee Larson made a motion to come out of Closed Session and Trustee Miller seconded the motion. The roll was called and all present were in favor. Closed Session ended at 9:14 p.m.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 9:19 p.m.

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