

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Monday, January 25, 2010, in the Board Room, Room A217, of Building A on the Campus. In Vice Chair Miller's absence, Chair Lowe called the meeting to order at 6:00 p.m. When Ms. Larson called the roll in Secretary Kurtz's absence, the following were present:

Ms. Walters
Mr. Parrish
Ms. Larson
Mr. Lowe
Mr. Sheriff
Dr. DeWitt

Attorney Perkoski was present as legal counsel. Ms. Miller was absent at roll call and arrived at 6:04 p.m. Ms. Walters was absent at roll call and arrived at 6:14 p.m. Ms. Kurtz was absent at roll call and arrived at 6:47 p.m.

ACCEPTANCE OF AGENDA

Without objection, the agenda was accepted as presented.

ACCEPTANCE OF MINUTES

Without objection, the minutes of the December 14, 2009 Committee of the Whole meeting and the December 14, 2009 Committee of the Whole Closed Session were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

REVIEW OF BOARD PACKET FOR THE JANUARY 28, 2009 REGULAR BOARD MEETING

Ms. Larson inquired about Board Report #10-20, Appointment of Replacement Coordinator of Human Resources. Dr. Plinske indicated that a copy of that Board Report was at each Trustee's place tonight.

PROMISE UPDATE

Mr. Brennan made a presentation about the MCC Promise program, providing statistics on student participation, continuation in the program, and the number of students maintaining grade point averages in various categories – fifty students ended the first semester with a GPA of 4.0. He indicated that

students receiving Pell and MAP grants were not included in the first semester student numbers, and that beginning Spring semester, all students, regardless of funding, will have to follow MCC Promise guidelines. Ms. Smith spoke about student volunteer hours, explaining how the hours were coordinated and overseen. Mr. Brennan then answered questions and received comments from the Board. Mr. Parrish praised Mr. Brennan's leadership in the program and spoke about MCC Promise contributions - \$11,100 was received in December, 2009 and \$100,350 has been received so far in January, 2010.

CATEGORY 2, AQIP SYSTEMS PORTFOLIO: ACCOMPLISHING OTHER DISTINCT OBJECTIVES

Dr. Plinske introduced Ms. Gwen Koehler, Executive Dean of Continuing and Professional Education, and Ms. Catherine Jones, Director of the Shah Center. Ms. Koehler began the presentation with strategic goals, focusing on Workforce and Economic Development, Community Development and Outreach, Lifelong Learning and Personal Enrichment opportunities provided to students and the community. Ms. Jones then continued the presentation, speaking about opportunities available through the Center for Corporate Training, the Illinois Small Business Development Center, Continuing and Professional Education, the McHenry County Workforce Center, Community Development and Outreach, Court Mandated Programs, Court Partnership Program, the Center for Non-Profit Leadership, with additional insight on how results are achieved, speaking about economic development, participant satisfaction rates, and the impact of skills training on individuals. Mr. Rick Clute then made a presentation on lifelong learning and personal enrichment, including Adult Basic Education, Adult Secondary Education, English as a Second Language, and Citizenship. Ms. Dori Smith then made a presentation on the personal development program and provided a sampling of classes offered, speaking about the Retired Adult Program, Trips and Tours, the Conference Center, Kids and College, Education and Careers Pathways Program, Self-Awareness, and Fitness programs.

RESOLUTION SUPPORTING THE REAUTHORIZATION OF THE WORKFORCE INVESTMENT ACT (WIA)

Dr. Plinske spoke about this resolution, which is scheduled for adoption at the January 28 Regular Board meeting. A similar resolution was passed this month by the McHenry County Board and the McHenry County Economic Development Corporation, showing support of this legislation.

AQIP ACTION TEAM: PRESIDENT'S RECEPTION

Dr. Plinske explained that at the Board's request, the President's Reception was reviewed. An Action Team was established, including faculty, staff and administration. The team conducted research over the past year. Dr. Takayama began the presentation, introducing Ms. Kivisto, Ms. Carzoli, Ms. Castillo, Ms. Deja and Ms. Moylan. The team, named People Recognizing Outstanding Milestones (PROM), reported their findings. Recommendations were developed to 1) change the name of the event to Employee Appreciation and Recognition Reception, 2) hold the event off-campus, 3) schedule the event on a Friday at 5:00 p.m., 4) change the gifts awarded and review the gift structure every other year, and 5) guests should pay the full individual cost of attending the event. Data supporting the committee's recommendations was shared. Dr. Takayama then received questions and comments from the Board.

INNOVATION IN TEACHING AND LEARNING GRANTS

Dr. Plinske spoke about the annual mini-grants awarded by the Foundation in the past. Executive Council made funds available this year for the Innovation in Teaching and Learning grants. Dr. Miksa provided an overview of the process, looking for innovation and reflection of the College mission, positive impact on student learning, realistic timeframes, statements of support from appropriate departments, and clearly stated plans for presenting the innovation. This year's winners are: 1) Jack Brzezinski, receiving funds for a 3-D Scanner to be used in Digital Media classes; 2) Thomas Kaltenecker, receiving funds for the MCC Culinary Celebrity Dining Series; 3) Tom Vician, receiving funds to develop printmaking techniques on clay surfaces, and 4) Ted Hazelgrove and Jim Gould, Third Reich research. Each of the participants will make a presentation to the Board of Trustees about their results. Dr. Miksa then received questions and comments from the Board.

ADDITIONAL BUDGETARY REQUESTS DUE TO INCREASED ENROLLMENT IN FY10

Dr. Plinske spoke about the budgeting process and the increase in enrollment, turning the floor over to Dr. Miksa. Dr. Miksa had asked each Executive Dean to prepare a list of items needed to support classes with increased enrollment, and he reviewed the final list which was provided in the Committee of the Whole packet. Dr. Plinske explained that most of the purchases are under the \$5,000 purchasing threshold and that additional enrollment revenue will more than cover the costs.

STRATEGIC PLANNING UPDATE

Dr. Plinske spoke about the Strategic Planning process currently underway, which is generating a lot of interest on campus. She explained the benefit of developing a Strategic Plan now, rather than waiting until a permanent President is selected. There are three more chances to apply for Title III funding, the American Graduation Initiative contains many funding opportunities that will be available to initiatives that are planned for implementation. Without a sense of direction, Dr. Plinske feared these opportunities would pass the College by. She emphasized that a Strategic Plan belongs to the College, not the President. She explained that Centegra's Strategic Planning model inspired the College's planning process. MCC decided to accomplish its process in 42 days, as much of the preparatory work has already been accomplished through the AQIP Systems Portfolio and the ongoing Community Engagement project. Dr. Plinske anticipates bringing a final Strategic Plan to the Board for approval at the February 25, 2010 Board meeting, so it can guide the College through departmental planning and the budgeting process this year. She explained the six week timeline, spoke about the blog created to collect feedback and announced that forty employees attended the first meeting on January 22 to review the input from the blog and begin drafting strategic priorities.

PRESIDENTIAL SEARCH PROCESS

Dr. DeWitt provided an update on Isaacson, Miller's work on the search. Ms. Michelle Cruz-Williams of that firm facilitated dialogue in January with various constituencies, gathering data on the characteristics sought in the next President. A draft profile was presented to the Search Committee; good feedback was gathered and the Search Committee sent a final document to Isaacson, Miller. When finalized, the profile will be posted on the search website for review. The Search Committee will meet on March 9 to review a list of active prospects and preliminary candidates. The committee has targeted final meetings with candidates in May, and plans to conduct final meetings with the Board of Trustees the week of May 24. Vice Chair Miller called for a short break at 7:08 p.m. before going into Closed Session.

CLOSED SESSION

At 7:20 p.m., Vice Chair Miller asked for a motion to move into Closed Session. Trustee Lowe 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* and Exception #11, *Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting*. Trustee Kurtz seconded the motion. There was no discussion; the roll was called and all were in favor. The motion carried.

Closed Session began at 7:23 p.m.

At 9:13 p.m., Trustee Larson moved to come out of Closed Session; Trustee Lowe seconded the motion. There was no discussion; a voice vote was taken and all were in favor. The motion carried. Closed Session ended at 9:15 p.m.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no comments.

FUTURE AGENDA ITEMS

Ms. Kurtz requested an update on the Green Sustainability Network, citing a grant opportunity coming up. Ms. Larson requested an update on the games network.

ADJOURNMENT

Hearing no further business, Vice Chair Miller adjourned the meeting at 9:17 p.m.

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary