

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, February 22, 2010, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Miller called the meeting to order at 6:00 p.m. When the roll was called, the following were present:

Ms. Miller
Dr. DeWitt
Mr. Sheriff
Mr. Parrish
Ms. Larson
Mr. Lowe
Ms. Kurtz

Attorney Perkoski was present as legal counsel. Ms Walters was absent at roll call and arrived at 6:05 p.m.

ACCEPTANCE OF AGENDA

Item 12, Presidential Search Update, was removed from the agenda and will be discussed at the Regular Board Meeting on February 25. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

Action was taken on this item after Closed Session.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Laura Gallagher and Tomás Medina addressed the Board regarding their support, and that of the members of the Student Senate, for a tuition increase.

REVIEW OF BOARD PACKET FOR THE FEBRUARY 25, 2010 REGULAR BOARD MEETING

During the review of the February 25, 2010 Board Packet, Ms. Kurtz inquired about additional costs regarding Board Report #10-36, Authorization for Personnel Appointment. Dr. Plinske responded that this was related to an item at last month's Board meeting for the Campus Public Safety department, and there will be an additional annual cost of \$40,000.00. Ms. Kurtz asked to whom she would direct vendors

who are interested in bidding on MCC projects; she was advised that all vendors should contact Ms. Jennifer Jones, Director of Business Services.

SPONSORED PROFESSIONAL DEVELOPMENT LEAVE: Dr. Noriaki Sasaki, Instructor of Economics

Dr. Miksa introduced Dr. Sasaki, who spoke about his Sponsored Professional Development Leave, during which he studied the topic of economic growth. Dr. Sasaki mentioned a helpful website he used, www.econtalk.org, and a Japanese television show about economics, website www.nhk.or.jp/shussya/, as well. Dr. Miksa informed the Board that sponsored leave presentations will be archived for reference.

STRATEGIC PLANNING UPDATE

Dr. Plinske spoke about the five core principles: quality, accessibility, affordability, innovation, and accountability. She described the synthesis of collected input during the past four weeks and reviewed the Strategic Planning six-week timeline. She shared that during the last two weeks, discussion focused on identifying measures used to assess progress made toward institutional goals. The formal plan will be presented to the Board of Trustees at the February 25, 2010 meeting for adoption.

CATEGORY 3, SYSTEMS PORTFOLIO

Dr. Miksa spoke about Category 3, Understanding Students' and other Stakeholders' Needs, and introduced Mr. Tony Capalbo, Ms. Kellie Carper and Ms. Melissa Stutz, who spoke about Dual Credit, High School Recruitment and the Academy for High Performance, respectively.

Mr. Capalbo stated that the dual credit program has been in place since 2004. The program consists of Partnerships for College and Career Success (formerly TechPrep), Running Start, and College in the High School. He provided an overview of each section.

Ms. Carper spoke about high school recruitment and described the many events held to inform students and their parents of the many opportunities offered at McHenry County College. She provided details of partnerships and special program delivery methods as well.

Ms. Stutz spoke about the Academy for High Performance, which offers students the opportunity to earn degrees in Business Management, Construction Management and Manufacturing Management. She expressed gratitude for scholarships that were made available to Academy students.

ADDRESSING INCREASED ENROLLMENT

Dr. Miksa spoke briefly about work in progress about dual credit agreements. He stated that serious planning has been conducted to better meet students' needs, and then turned the presentation over to Dr. Normah Salleh-Barone, who described the Summer 2010 pilot program for priority registration. She also spoke about the space study conducted within Academic and Student Affairs to provide quality service without compromising confidentiality, and then reviewed the result of that research: a relocation plan, which is scheduled to be implemented over spring break.

Dr. Salleh-Barone spoke about course wait lists, for which technology is not currently available. Ms. Kurtz stated she was pleased to see this issue is being addressed.

Dr. Plinske pointed out that the College is required to file annual reports on continuous improvement, and that the AQIP action team on priority registration will be providing information on how the registration process was improved.

THREE-YEAR FINANCIAL PLAN

Dr. Plinske introduced new administrators, Mr. Vern Manke, Interim Vice President of Administrative Services, and Mr. Don Wilske, Interim Treasurer.

Mr. Wilske provided an overview of the proposed Three-Year Financial Plan, stating that in the current economic situation, many organizations are forced to refine their scope with regard to financial planning. To be as proactive as possible, the College may be better served to focus more seriously on the immediate future by looking at a three-year plan now. A second phase could be looked at after the Board adopts the FY 2011 budget, and the plan could be revisited in late summer or early fall.

Mr. Wilske suggested that the target fund balance be changed to 25% of operating expenses, stating that the average fund balance in relationship to current expenditures is now at 24.6%.

Mr. Wilske then spoke about tuition, suggesting a relatively modest increase plan: FY 2011, \$2.00; FY 2012, \$3.00; and FY 2013, \$2.00. He cited tuition rates for neighboring community colleges. Many colleges, which are more dependent on state funding than MCC, are looking at significantly higher tuition increases. Mr. Wilske was pleased that the College already has a planning/forecasting model in place, and it is working very well. He then answered questions and received comments from the Trustees.

Discussion ensued among the Trustees on the proposed tuition increase.

At 8:23 p.m., Vice Chair Miller announced there would be a short break, after which the Board would go into Closed Session.

CLOSED SESSION

At 8:32 p.m., Vice Chair Miller asked for a motion to go into Closed Session. Ms. Walters 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*, Exception #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*, Exception #8, *Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger*, 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*. Dr. DeWitt seconded the motion. There was no discussion; the roll was called and all were in agreement. The motion carried. Closed Session began at 8:35 p.m.

At 9:44 p.m., Mr. Lowe moved to come out of Closed Session; Ms. Walters seconded the motion. There was no discussion; a voice vote was taken and all were in favor. The motion carried. Closed Session ended at 9:45 p.m.

ACCEPTANCE OF MINUTES

The January 25, 2010 Committee of the Whole Closed Session Minutes were reviewed during the Closed Session. Those minutes and the minutes of the January 25, 2010 Committee of the Whole meeting were accepted without objection.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Walters asked a question about the term, “emergency levy.” Mr. Sheriff praised the two students who spoke before the Board tonight.

FUTURE AGENDA ITEMS

A presentation on the Freedom of Information Act was requested for the March Committee of the Whole Meeting.

ADJOURNMENT

Hearing no further business, Vice Chair Miller adjourned the meeting at 9:48 p.m.

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary