

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, March 29, 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 6:01 p.m. When Trustee Larson called the roll in Secretary Kurtz's absence, the following were present:

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

Ms. Kurtz and Ms. Miller were absent. Attorney Camille Cribaro was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented, without objection.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, February 22, 2010 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 APRIL 1, 2010 REGULAR BOARD MEETING

During the review of the April 1, 2010 Board Packet, Ms. Larson inquired whether the voucher activity report could be sorted in alphabetical order by last name. Dr. Plinske will research the question and provide a response. Ms. Larson inquired whether Board Report #10-53, Windows-based Desktop and Laptop Computers, was the typical three-year rotation; Dr. Plinske responded that it was.

REVIEW OF AQIP SYSTEMS APPRAISAL

Dr. Plinske spoke about the feedback report recently received, a key document in accreditation through the Higher Learning Commission and the Academic Quality Improvement Program (AQIP). She reported that the next step will be a Quality Checkup visit in 2012. Following that visit, in 2013, a reaffirmation

panel will review everything compiled over a seven-year period and will make a recommendation for reaffirmation or accreditation. Dr. Plinske spoke about the importance of the strategic planning process. Improvement can be demonstrated with the recently conducted “42 Days of Strategic Planning.” In the fall, a team of employees will be sent to the AQIP Strategy Forum to meet with other schools and discuss action projects, at which time the three strongest responses in McHenry County College’s Systems Portfolio will be shared with other schools. Dr. Plinske then received comments and answered questions from the Board.

STRATEGIC PLANNING UPDATE

Dr. Plinske spoke about the five Core Principles adopted, and the strategic priorities associated with those principles. She shared that many open brainstorming sessions have been held to permit cross-departmental dialogues. An Academic and Student Affairs retreat was held last week to identify and prioritize initiatives for the next year; similar work will be done with the Administrative Services area. All work done will be rolled into the budget process. Dr. Plinske indicated that work is being done on a dashboard with key performance indicators, and then turned the presentation over to Mr. Joe Baumann, Director of Institutional Research.

Mr. Baumann distributed a full set of strategic metrics to the Trustees, indicating that the next steps will be to select departmental tactics that support the strategic priorities, and select metrics to measure progress toward those priorities. He provided examples of metrics for each of the five core principles: quality, accessibility, affordability, innovation and accountability. He then answered questions and received comments from the Trustees. Mr. Baumann expects to have baseline measures by the end of the fiscal year, and collect data the next year. The metrics for the next fiscal year and department tactics should be done at the end of the calendar year.

THREE-YEAR FINANCIAL PLAN

Dr. Plinske suggested a brief conversation for tonight’s meeting, aimed at gathering questions from Trustees that may be addressed at the Special Meeting on April 1. Mr. Wilske highlighted changes that were made since the last Committee of the Whole meeting. Key changes include: enrollment estimate

has been changed to -5% from -3%; a decline in state funding is estimated at 17.4%, still subject to change. Five alternative scenarios were presented, reflecting changes in tuition and enrollment, and showing the impact of each. Mr. Wilske then received comments and questions from the Board. A discussion of cost-saving measures ensued, and numerous suggestions were proposed.

CLOSED SESSION

At 7:32 p.m., Chair Lowe 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 #21 Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.* and Ms. Larson seconded the motion. There was/was no discussion; the roll was called and all were in agreement. The motion carried.

At 7:33 p.m., Chair Lowe announced a short break, after which the Board would go into Closed Session. Closed Session began at 7:39 p.m.

At 7:45 p.m., Ms. Walters moved to come out of Closed Session; Ms. Larson seconded the motion. There was no discussion; a voice vote was taken and all were in favor. The motion carried. Closed Session ended at 7:46 p.m.

ACCEPTANCE OF MINUTES

The minutes of the February 22, 2010 Closed Session were reviewed in Closed Session and accepted as presented.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Sheriff expressed his interest in a smaller tuition increase now rather than a larger increase at a later date. Ms. Larson recently learned about the Best Buddies program, begun at the University of Maryland, providing educational opportunities for students with intellectual disabilities. She will bring more information about this program to the Board at a future meeting.

FUTURE AGENDA ITEMS

A presentation on unit cost was requested for a future meeting. A presentation on the Freedom of Information Act will be scheduled for a future meeting.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:48 p.m.

not present

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary