

MINUTES
REGULAR BOARD MEETING
of MCHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, June 25, 2009 in the Board Room, Room A217, in Building A on the Campus. Chair Lowe called the meeting to order at 7:00 p.m. When Secretary Kurtz called the roll, the following were present:

Ms. Walters
Ms. Kurtz
Ms. Miller
Mr. Parrish
Ms. Larson
Mr. Sheriff
Mr. Lowe

Attorney Perkoski was present as legal counsel.

MISSION STATEMENT

Student Trustee Sheriff read the mission statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES:

Regular Board Meeting, May 28, 2009
Regular Board Meeting, June 1, 2009
Regular Board Meeting, June 3, 2009
Regular Board Meeting, June 8, 2009
Regular Board Meeting, June 11, 2009
Closed Session, June 11, 2009
Special Board Meeting, June 18, 2009

All minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Committee of the Whole

Vice Chair Miller reported on the June 22, 2009 Committee of the Whole meeting.

ICCTA REPORT

Mr. Lowe spoke about the Illinois Community College Trustees Association June meeting in Chicago.

An ICCTA retreat will be held August 14-15 in Chicago as well. Mr. Lowe is on the nominating committee, which will consider how to obtain more representation on the ACCT national board.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish has resigned from the Promise Committee, and from the Foundation board as an elected member. He will continue to work as the Board's Foundation Liaison. Mr. Parrish spoke about the great success achieved with the MCC Promise, attracting students as well as donors. As a result of enrollments two to three times over the number originally estimated, the Foundation has decided to accelerate the fundraising efforts on seven different initiatives, each of which will have its own focus, headed by a community leader. Mr. Parrish stated that these fundraising efforts have been phenomenal, and as a result of that success, the Foundation is being reorganized. He introduced Mr. Bill Brennan and Mr. Todd Bessey, both of whom are on the Foundation Board and the Promise Committee. The Foundation will approach the Board with a new proposed Memorandum of Understanding. Mr. Parrish provided a packet of materials and asked his fellow Trustees for 100% support of the Promise program. He further stated that if each person in the county pledged only \$10, enough money would be raised to continue the Promise in perpetuity. Mr. Parrish thanked all who have supported the program.

Ms. Walters pointed out that the travel expense reimbursement forms provided tonight to the Trustees has an option whereby checks for mileage to and from meetings can be donated back to the Foundation and encouraged her fellow Trustees to consider this option.

Ms. Miller asked for a ballpark figure on how much money has been raised. Mr. McDonald estimated that about \$3.25 million has been raised.

PRESIDENT'S REPORT

Dr. Sager reported that a final parallel payroll had been completed on the ERP Campus Vantage system, and we matched the payroll to the penny tonight. Dr. Plinske, Dr. Ally and Mr. McDonald worked many, many hours to make sure the systems matched. Dr. Sager also stated that the College hosted a nursing

conference today on hospice care and praised Dean of Health Science Joan Flanagan, who has done an exceptional job of partnering with community organizations. The nursing labs are made possible by the McHenry County Community Foundation and the Friends of MCC Foundation. Dr. Sager indicated that at the end of the day yesterday, students had registered for 51,590 credit hours for fall semester, an increase of 56% compared to the equivalent date last year. In other news, 3,456 FAFSA forms have been completed as of this morning, compared to 1,119 at this time last year, representing a 209% increase. Dr. Sager emphasized that these statistics do not just represent MCC Promise students. For summer semester, as of June 19, student had enrolled in 15,908 credit hours, a 28% increase from last year. Dr. Sager expressed the opinion that many factors contribute to this increase: the economy, the Promise, the quality of programs presented here and the high regard in which MCC is held by the community. As of today, 74 students have been awarded MCC Promise scholarships for a total of \$69,642. Dr. Sager then announced agenda revisions and explained details about Board Reports #09-175, #09-179, #09-180, #09-181, #09-182 and #09-183. Dr. Sager announced that Dr. Anthony Miksa would join MCC on July 27, 2009 as the new Vice President of Academic and Student Affairs.

Dr. Sager expressed his appreciation to Mr. Bessey and Mr. Brennan for their leadership of the Promise program, enabling MCC to continue to meet the needs of our residents. As tonight is Dr. Sager's last Board meeting, he expressed his sincere gratitude to the Board for the depth and breadth of opportunities he has been provided for just under twenty years of service. He stated it was a privilege to work with fine colleagues, the Board and the students.

COMMUNICATIONS

A. Faculty Report

Dr. Bev Dow presented the Faculty Association report. She stated that five new faculty members will be welcomed in the fall, and that the Coordinator of Service Learning and Volunteerism will be presenting information to faculty members in connection with the MCC Promise program.

B. Staff Council Report

Ms. Kivisto announced that she had no report tonight.

C. Student Trustee Report

Mr. Sheriff attended the Student Leadership Institute workshops in June, and met former MCC Student Trustee and MCC Trustee Nick Kachiroubas, who shared his knowledge and insight with Mr. Sheriff. He has been working closely with the Advising Center, welcoming new incoming students, assisting with class registration, and sharing MCC resources regarding Student Services. He reported that two MCC teams attended the recent Relay for Life, in which \$132,000 was raised to benefit the American Cancer Society.

D. Trustee Report

Ms. Kurtz mentioned that she received materials from the June McHenry County Council of Governments meeting and spoke with the attorney who presented changes in the Open Meetings Act. Ms. Kriegermeier will distribute this information to the Board. Dr. Sager added that changes were also made to the Freedom of Information Act laws as well. Ms. Miller inquired whether anyone from the MCC Promise would like to present at the Rotary Club meeting.

APPROVAL OF CONSENT AGENDA

Mr. Lowe asked whether there were any questions on the agenda. Ms. Kurtz asked to remove item C. 9., Creative Services for FY 2009 Annual Report, Board Report #09-156. Ms. Walters moved to approve Board Reports #09-144 through #09-155, omitting #09-156, continuing on to Board Reports #09-157 through #09-180. Ms. Kurtz seconded the motion. Dr. Sager commented that the Board has considered a number of appointments over the past three months and that this is the final wave. He thanked the Human Resources Office and all those involved in the monumental task of the search and hiring of these employees. There was no further discussion. The roll was called and all were in favor. The motion carried.

For Approval

- A. Executive Summary, Board Report #09-144
- B. Financial Statements
 - 1. Treasurer's Report, #09-145
 - 2. Voucher #1007 - \$1,025,327.05, Board Report #09-146
 - 3. Voucher #1008 - \$720,057.64, Board Report #09-147
- C. Requests to Purchase/Lease

- A. Collegiate Assessment of Academic Proficiency (CAAP) Instrument, Board Report #09-148
- B. Renewal of ANGEL Learning Management System License, Board Report #09-149
- C. Public Radio Advertising, Board Report #09-150
- D. Online Database Services, Board Report #09-151
- E. Library Database Subscription Renewals, Board Report #09-152
- F. Services from Illinois Library Information Network and Online Computer Library Center, Bd. Rpt. #09-153
- G. Library Books, Cataloging Records, and Processing Supplies, Board Report #09-154
- H. Upgrade PMI Software and Network Controller, Board Report #09-155
- I. Creative Services for FY 2009 Annual Report, Board Report #09-156
- J. Renewal of Secondary Athletic Insurance Coverage, Board Report #09-157
- K. Renewal of Property, Casualty and Workers' Compensation Insurance, Board Report #09-158
- L. Illinois Community College Trustees Association Dues, Board Report #09-159
- D. Renewal of Resolution for Prevailing Wage, Board Report #09-160
- E. Approval of Five Year Financial Plan, Board Report #09-32, Amended
- F. Fiscal Year 2011 RAMP, Board Report #09-161
- G. Review of Closed Session Minutes, Board Report #09-162
- H. Personnel
 - 1. Personnel Adjustments for Spring 2009 Transfer and Occupational Courses, Board Report #08-260, Addendum
 - 2. Personnel Adjustments for Summer 2009 Transfer and Occupational Courses, Board Report #09-120, Addendum
 - 3. Continuing and Professional Education Personnel Considerations for Summer 2009, Board Report #09-122, Addendum
 - 4. New and Eliminated Positions for FY 2010, Board Report #09-163
 - 5. Appointment of New Coordinator of Career Services, Board Report #09-164
 - 6. Appointment of New Coordinator of Personal Development Programs, Board Report #09-165
 - 7. Appointment of New Director of Financial Aid, Board Report #09-166
 - 8. Appointment of New Instructor of Sociology, Board Report #09-167
 - 9. Appointment of Replacement Coordinator of Grounds Maintenance, Board Report #09-168
 - 10. Appointment of Replacement Instructor of English, Board Report #09-169
 - 11. Appointment of Replacement Instructor of Criminal Justice, Board Report #09-170
 - 12. Appointment of Replacement Student Development Advisor, Board Report #09-171
 - 13. Appointment of Replacement Instructor of Music, Board Report #09-172
 - 14. Appointment of Vice President of Academic and Student Affairs, Board Report #09-173
 - 15. Appointment of Replacement Business Services Specialist, Board Report #09-174
 - 16. Compensation Adjustment for Non-Union Adjunct Faculty, Board Report #09-175
 - 17. Request for New Positions, Coordinator of F.A.S.T. Initiative and F.A.S.T. Initiative Assistant, Board Report #09-176
 - 18. New and Eliminated Positions in Academic Division of Continuing and Professional Education, Board Report #09-177
 - 19. Salary/Advanced Placement Adjustments, Board Report #09-178
 - 20. Appointment of Replacement Instructor of Mathematics, Board Report #09-179
 - 21. Appointment of Replacement Building Maintenance Technician, Board Report #09-180

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Miller moved to approve Item C.9., Creative Services for FY 2009 Annual Report, Board Report #09-156, and Ms. Kurtz seconded the motion. Ms. Kurtz then suggested to fellow Trustees that some space in the brochure be dedicated to identifying the Trustees with a photo and contact information. Ms. Larson agreed that the public needs to contact the Board, and suggested a reference to the Board of Trustees web page. Ms. Haggerty proposed photos of the Trustees with direction to the Board of Trustees web page. Ms. Walters spoke in favor of openness and transparency, but would not want to publish her personal phone number or email address. Ms. Kurtz suggested that Ms. Kriegermeier as Board Liaison could forward messages to the Trustees. The roll was called and all were in favor. The motion carried.

FOR INFORMATION

- A. Resignation
- B. Resignation
- C. ERP Project Status Update
- D. Distributed Press Releases, May 15 - June 12, 2009

Dr. Plinske reported that CampusVantage will go live in six days. She is looking forward to improvements that the system will allow, is extremely pleased with the parallel payroll, and stated that matching to the penny is a remarkable feat. She indicated excellent progress is being made on CampusVantage. CampusVue will go live in February; that work is still progressing. Time was spent working on Illinois Community College Board reporting, collecting student data and making sure state requirements can be met. A custom application for Financial Aid is to be ready in February.

The Board was pleased with the summary of press releases sent out, and the news clips collected.

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER, Board Report #09-181

Ms. Walters moved to approve Board Report #09-181, Appointment of Acting Chief Executive Officer, and Ms. Larson seconded the motion. During discussion, Ms. Kurtz inquired whether the 10% increase in pay would be a bonus. Mr. Perkoski indicated it was compensation. Ms. Kurtz wanted to make sure that there is a Human Resources or Board Policy about remuneration received when people take on extra responsibilities. Mr. Perkoski indicated that the additional compensation would only be a problem if it

occurs in the final four years of a person's career. The roll was called and all were in favor. The motion carried.

ACTING ADMINISTRATOR PAYMENT, Board Report #09-182

Ms. Walters moved to approve Board Report #09-182C, Acting Administrator Payment. Ms. Larson seconded the motion. Discussion ensued regarding interpretation of the State University Retirement System. The roll was called. Trustees Walters, Parrish, Larson, Sheriff and Lowe voted in favor; Trustee Kurtz voted against. The motion carried.

ASSIGNMENTS FOR PRESIDENT EMERITUS, Board Report #09-183

There was no discussion.

CLOSED SESSION

There was no Closed Session.

SUMMARY COMMENTS BY BOARD MEMBERS

Chair Lowe presented Dr. Sager with a plaque in appreciation of his service to the College. Dr. Sager thanked the Board for the opportunities MCC offered him.

FUTURE AGENDA ITEMS

There was no discussion.

ADJOURNMENT

Hearing no further business, Chair Lowe adjourned the meeting at 8:35 p.m.

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary