

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 22, 2010, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 7:00 p.m. When Secretary Kurtz called the roll, the following were present:

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

Ms. Walters was absent. Attorney Perkoski was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Sheriff read the Mission Statement.

ACCEPTANCE OF AGENDA

Ms. Larson asked that item B. 8, Illinois Community College Trustees Association Membership, Board Report #10-150, be removed from the agenda for discussion. Ms. Miller asked that item 13. E, Trustee Report, either be removed or a Trustee be put in charge of it. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

The minutes of the June 21, 2010 Special Board Meeting, the June 24, 2010 Regular Board Meeting and the July 9, 2010 Special Board meeting were accepted as presented. The minutes of the July 2, 2010 Special Board meeting were not accepted, pending clarification of some issues.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Vince Foglia and Mr. Mike Luecht signed in to address the Board. Mr. Luecht announced that he would be speaking on behalf of both. His comments follow:

"I would like to take this opportunity to make a few comments. I am here with Vince Foglia and I would ask that you assume that these words are from both of us.

I think it is safe to say that we are true believers in community colleges and how they can

benefit so many. I am sure all of us in this room recognize that the community as a whole benefits from its collective members' higher education. We all also recognize how wonderful it is when an individual's advanced education allows them to go achieve their goals. A well-run community college can be so impactful to a community.

Candidly, it has been rather disheartening to watch the leadership issues at MCC. As an advocate of MCC in the community, it has been very tough to explain some of the endeavors this board has embarked on the last few years. It has also been impossible to explain the astounding turnover in the administration. And if those issues weren't enough, we now have had some theater the last few weeks that has proven unfortunate as well. Trust me, I have heard about it in the community.

In the past, when I was contemplating getting involved with MCC or when Vince was going through his same decisions in the past, we chose not to get distracted by the leadership issues as our focus was simply on the students.

But now is different. Why? You have a wonderful opportunity going forward. And I mean it: go forward. Because enough is enough.

So here is what I am thinking.

The doors open Aug. 20 for a new school year. There will be students here to be educated. There will be quality instructors ready to teach. There will be support staff ready to contribute to student services, academic support, and the operations of the college. There will be tax payers wanting to feel confident that their dollars are being managed with care. And on Aug. 20, there will be those in the community who are still willing to support MCC in so many ways.

You know what all of these folks need more than ever right now at this very critical point at MCC?

Quality leadership. That's it.

Quality leadership that will inspire others. Quality leadership who will govern fairly. Quality leadership that will communicate clearly with the community. And quality leadership who can be trusted to do the right thing for the right reasons.

You have chosen to shuffle your board. I truly don't know if that was right or wrong but it has happened. You have also finally selected a permanent president by hiring Dr. Smith. I don't know if the methods used were right or wrong to select her but that is finally over. She is our new president.

So it is a new day, it is a new era. The process is over and the team has been identified to go forward. So as supporters and advocates, and regardless of who is in what chairs or what positions, I stand here being able to represent that we are all in, and we are on board with you.

But we have something we ask of you and we really do ask that you listen to this.

Can you think of a better time than now as individuals to recommit to this leadership team? To have a goal to be part of a board that goes forward and becomes one of the best leadership teams around?

This may sound pollyannaish to some of you. If it does, therein lies the problem.

As individuals, if things haven't gone your way recently, please just let it go. And if things have gone your way recently, so what? There is no need to win as an individual if your assignment is to be a contributing member of a leadership team.

And we sure as hell don't want to hear political jargon like board minority or board majority being used going forward. Teams don't have that; political bodies do. A political process may have gotten your seat on this board but that is where the politics need to end if you have the honor of helping lead an educational institution.

Do not take my words wrong though. A leadership team better have vigorous debate so all sides are heard and considered fairly. But it is not about politics; it is about educating the folks in our community.

So we say it is time for you to decide as a group. Are you going to be factions of bruised personalities? Or are you going to come together to be a leadership team that in the near future other colleges look up to and want to emulate?

What an important time in the history of MCC. Please step back as individuals and recognize that. And please, please, please close the door on the past and seize this opportunity that is right in front of you.

As a leadership team, make us proud! We wish you as a board and we wish Dr. Smith nothing but success going forward at MCC.

Thank you."

BOARD COMMITTEE REPORTS

Committee of the Whole

Dr. DeWitt reported on the July 22, 2010 Committee of the Whole Meeting.

Finance and Audit Committee

Ms. Miller reported that the audit has started and a Request for Proposals will be issued for an internal auditor after Dr. Smith has come on board. Ms. Miller noted in Board Policy that the Board Chair is an ex-officio member of all committees and asked Mr. Lowe's opinion on whether she could still chair the Finance and Audit Committee. Mr. Lowe responded that someone else must chair that committee; the item will be placed on the August Committee of the Whole agenda.

Planning Committee

Ms. Larson stated that she would like to get together in September with the Vice Presidents. Mr. Lowe

suggested that the committee be kept to two members. Ms. Kurtz commented that Trustees will be meeting with Dr. Smith and will be able to gain information from those meetings regarding planning issues. Ms. Kurtz spoke about the health careers program and expressed her opinion that if the College engages with local hospitals, programs will be able to move forward without having to construct a building. She feels that effective planning must be done regarding this issue. Mr. Lowe stated that he would like to join the Planning Committee; members will be Mr. Lowe and Ms. Larson.

Policy Committee

Ms. Kurtz distributed a handout to Trustees, identifying areas of policy for review. She emphasized that the Board will not write policies, but would maintain their role as oversight, with one exception - the presidential performance evaluation process. She hoped that Ms. Castillo could provide assistance with that process, as the Board members will want an approach that will help them to manage their one employee. Ms. Kurtz stated that labor contract negotiations provided an opportunity for Trustees to be engaged, adding that Dr. Smith will bring some best practices. Regarding guidelines for selection and contractual commitment, Ms. Kurtz looks to Dr. Smith and the Chief Information Officer to establish guidelines in conjunction with the attorney. Ms. Kurtz added that through Mr. Manke's input, the Board has seen the opportunity of preventative infrastructure maintenance, and asked for a proactive report on this topic in August.

ICCTA REPORT

Mr. Lowe stated that there was no report; the next meeting will be held in Springfield in September.

FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish reported that two major fundraising events are being planned for next year: "Take a Walk in Her Shoes" ball and the annual Golf Invitational event. He spoke about collaboration and preliminary planning underway with the McHenry County Restaurant Association and the Culinary Management program to develop another fundraising event: "A Taste of McHenry County."

Mr. Parrish reported that once complete figures are available, the Foundation will know how many students are continuing in the MCC Promise program. He then spoke about recognizing donors for their

support of Foundation activities, adding that Mr. Brennan and the Foundation Board of Directors are working on a more formal donor recognition program. More information will be available about this project next month. Mr. Parrish said that Mr. Foglia and Mr. Luecht have been very supportive since the inception of the Promise program, and added that both are dedicated and committed to the College and have been pivotal to its success.

PRESENTATION

Dr. Miksa introduced Ms. Lindsay Carson, Instructor of Spanish, who spoke about the International Studies program that allowed students to travel to Costa Rica in conjunction with College of DuPage. Ms. Carson was hired by College of DuPage as a Visiting Professor for the program, which included 37 students from College of DuPage, Elgin Community College, Harper College, Kishwaukee College, McHenry County College, and others. She introduced several students who participated in the program, which was taught exclusively in Spanish and allowed students to earn seven credits in three and a half weeks. Education and culture were combined as part of their studies. Ms. Carson hopes to support many other Study Abroad students and asked that the Board continue their support for the program.

ADMINISTRATIVE REPORT

Dr. Miksa spoke briefly about summer and fall enrollment.

COMMUNICATIONS

A. Faculty Report

Ms. Janet Scott presented the report in Dr. Dow's absence. She spoke about the diverse professional development activities in which faculty are participating over the summer to help them be better teachers.

B. Adjunct Faculty Report

Ms. Mary Beth Linse reported that the Adjunct Faculty Association executive officers are meeting to organize for fall. Adjunct instructors are being encouraged to participate in the August 19 opening day events.

C. Staff Council Report

There was no Staff Council report.

D. Student Trustee Report

Mr. Sheriff reported on the July 5, 2010 Equality Club gala and the Student Life blood drive which resulted in a total donation of 39 pints of blood. He reported that the 2010-2011 Student Senate is meeting regularly and members are displaying positive energy and attitudes. Mr. Sheriff is a member of the committee to plan welcome events for Dr. Smith during her first few weeks on campus.

E. Trustee Report

There was no report.

APPROVAL OF CONSENT AGENDA

Mr. Lowe moved to approve the consent agenda, minus Item B. 8., Illinois Community College Trustee Association Membership, Board Report #10-150. Mr. Sheriff seconded the motion. There was no discussion. The roll was called and all present were in favor. The motion carried.

For Approval

- A. Financial Statements
 - 1. Treasurer's Report, Board Report #10-141
 - 2. Ratification of Payment for Voucher #1022 - \$2,463,953.23, Board Report #10-142
- B. Requests to Lease/Purchase/Renew
 - 1. Biology Supplies, Board Report #10-143
 - 2. Cisco ASA Firewall Reconfiguration, Board Report #10-144
 - 3. Copy Paper, Board Report #10-145
 - 4. Dell Server Support, Board Report #10-146
 - 5. Duplication Equipment and Software Support, Board Report #10-147
 - 6. Fall 2010 AQIP Strategy Forum Registration, Board Report #10-148
 - 7. Hardware/Software Maintenance for Unisys Hardware, Board Report #10-149
 - 8. Illinois Community College Trustees Association Membership, Board Report #10-150
 - 9. Library Books, Cataloging Records and Processing Supplies, Board Report #10-151
 - 10. Replacement Carpet for MCC Library, Board Report #10-152
 - 11. Microsoft Campus Agreement, Board Report #10-153
 - 12. Natural Gas through Energy Service Agreement, Board Report #10-154
 - 13. Prime Food Vendor, Board Report #10-155
 - 14. Print and Online Books from Gale Cengage Learning, Board Report #10-156
 - 15. Roof Preventative Maintenance Agreement, Board Report #10-157
 - 16. Continuing and Professional Education Programs, Board Report #10-158
 - 17. Storage Area Network (SAN) Support and Maintenance, Board Report #10-159
 - 18. VMWare Support and Licenses, Board Report #10-160
- C. Fiscal Year 2011 Proposed Budget for Public Display, Board Report #10-161
- D. Board Policy Revisions, Policy 3.1.2.1 – Affirmative Action and Non-Discrimination and Policy 4.3.2 – Student Harassment/Discrimination, Board Report #10-136, Postponed
- E. Personnel
 - 1. Personnel Adjustments for Summer 2010 Transfer and Occupational Courses, Board Report #10-93, Addendum

2. Ratification of Continuing and Professional Education Personnel Additions for Summer 2010, Board Report #10-94, Addendum
3. Authorization for Personnel Appointments, Board Report #10-162
4. Approval of New Position, Records Specialist, Board Report #10-163
5. Salary/Advanced Placement Adjustments, Board Report #10-164

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Larson asked that a call be made the Illinois Community College Trustees Association to find out what they have done for McHenry County College. Mr. Lowe emphasized that the dues should be paid quarterly. Mr. Manke volunteered to contact the Association and will report back at the August meeting.

FOR INFORMATION

- A. Quarterly Report on Grants
- B. Medical Billing and Coding Trainer Payment
- C. Distributed Press Releases

SUMMARY COMMENTS BY BOARD MEMBERS

Chair Miller announced that the College will host a Health Fair on August 4 from 9:00 a.m. until 4:00 p.m. She will be participating at the Rotary Club's table to distribute books.

FUTURE AGENDA ITEMS

There was no discussion.

CLOSED SESSION

There was no Closed Session.

ACCEPTANCE OF CLOSED SESSION MINUTES

The minutes of the June 24, 2010 Regular Board Meeting, Closed Session and the minutes of the June 21, 2010 Committee of the Whole meeting, Closed Session were postponed for review until the next Closed Session.

ADJOURNMENT

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

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary