

MINUTES  
FACILITIES AND PLANNING COMMITTEE MEETING  
OF McHENRY COUNTY COLLEGE

A meeting of the Facilities and Planning Committee was held on Thursday, April 19, 2012 in Room B166-67, in Building B on the Campus. Chair Larson called the meeting to order at 8:01 a.m. When Mr. Adams called the roll, the following were present:

Ms. Larson  
Mr. Adams  
Mr. Parrish

Ms. Liddell and Mr. Morrobel were absent.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Facilities and Planning Committee, March 19, 2012 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

PRESIDENT'S REPORT

Dr. Smith reported that recent heavy rain caused water damage to art classrooms. Repairs will be made, invoking the emergency clause in Board Policy 2.1.4.6, Emergency Change Orders for Construction Projects. She spoke about IDOT's plan to eliminate Entrance 2, move the right turn lane down to Entrance 3, and put a left turn lane going northbound and noted that MCC must pay for these changes.

OVERVIEW OF BRANDING

Ms. Christina Haggerty stated that a branding report will be given at the April 26 Board Meeting. The brand will be launched at the August 16 New Student Convocation as a kickoff to the new semester. The projected rollout budget, which will be a multi-year process, will be shared at the May Finance Committee meeting.

### PROFESSIONAL DEVELOPMENT STRATEGIC PLAN

Ms. Pat Stejskal stated that this plan is based on the College's Strategic Plan and on Dr. Smith's goals and objectives to prepare employees for the next phase of growth, to attract and retain good employees and to reinforce the Educational Master Plan. The plan will be presented to the Board for approval at the May Board meeting. Professional Development has been bringing workshops to division meetings where employees are already assembled. A training needs assessment, beginning with adjunct faculty, will be conducted within the next few weeks. Assessment will be done to determine what was learned and whether this knowledge was applied on the job. Ms. Stejskal spoke also about the "Passport to Administrative Success" program where new administrators meet with key personnel in their first months at the College and complimented the Adjunct Faculty Orientation program.

### SERVER ROOM UPDATE REPORT

Dr. Butler spoke about power outages during winter and summer storms, showed photos of the process to install the new air conditioning unit in the Data Center and spoke about improvements in this area.

### SUSTAINABILITY STRATEGIC PLAN

Dr. Miksa was the sponsor of this plan, through an AQIP action team. The plan goals relate back to goals and objectives of the College's Strategic Plan. The plan will be brought to the May Board meeting for approval. Funding comes through the Illinois Green Economy Network (IGEN); MCC has received \$45,000.00, part of which will be used to establish a Sustainability Center. IGEN funding through the Department of Commerce and Economic Opportunity provided \$121,000.00 for campus relighting. Feedback should be sent to Dr. Smith by May 4.

### FACILITY MASTER PLAN PRESENTATION

Wight & Company gave a draft presentation; a formal presentation will be given at the April 26 Special Board Meeting. The figure of 120 GSFS (Gross Square Feet Per Student) was chosen; Campus Usage Factor is factored at 86% assuming off campus and online classes. It was noted that online is not space-free; a video production center would be needed for taping faculty presentations and offices would be

needed for online faculty. Space needs for program initiatives were considered, and will be based on enrollment and curriculum. Concept Plan/Site Plan information was given for a 10-20 year vision and a 20-40 year vision. Landscaping and sustainability were considered, as well as mechanical engineering and plumbing. Wight continued with floor plans for the lower, main and upper levels, as well as a legend and floor plans for existing building renovation. The Master Plan Budget will be presented at the April 26 meeting.

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

FUTURE AGENDA ITEMS

Future agenda items include a request to see assessments from the Professional Development Strategic Plan.

CLOSED SESSION

No Closed Session was held.

ADJOURNMENT

Hearing no further business, Chair Larson adjourned the meeting at 10:24 a.m.

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Patricia Kriegermeier, Recording Secretary